



# ENCROACHMENT PERMIT APPLICATION

DATE:

APPLICANT NAME:

STREET ADDRESS:

EMAIL:

PHONE:

PERMIT TYPE BEING REQUESTED:

- DRIVEWAY     SIGNAGE
- UTILITIES     OTHER

LOT TYPE:

- INTERIOR     CORNER

EXISTING CONDITIONS: (DRIVEWAY ONLY)

- SINGLE 12' DRIVEWAY - 1 SIDE
- SINGLE 12' DRIVEWAY - 2 SIDES
- DOUBLE 20' DRIVEWAY - 1 SIDE

- CITY ORDINANCE ALLOWS FOR INTERIOR LOTS TO CONTAIN NO MORE THAN 1 DOUBLE DRIVEWAY, MEASURING 20' IN WIDTH.
- CITY ORDINANCE ALLOWS CORNER LOTS TO CONTAIN NO MORE THAN 1 DOUBLE DRIVEWAY ON ONE SIDE MEASURING 20' IN WIDTH, IN ADDITION TO 1 SINGLE DRIVEWAY MEASURING 12' IN WIDTH ON THE ADJACENT SIDE.

PROPERTY USE:

- RESIDENTIAL - \$150 APP. FEE
- COMMERCIAL - \$250 APP. FEE

DESCRIPTION OF WORK:

SKETCH OF WORK AREA:

**\*\*OFFICE USE ONLY\*\***

DATE RECEIVED:

SITE VISIT DATE:

PAYMENT TYPE:

- CASH
- CHECK
- CREDIT(\$5 FEE)

PERMIT

APPROVAL:

- APPROVED
- DENIED

COMMENTS:

REVIEWER SIGNATURE

DATE

APPLICANT SIGNATURE

DATE

PLEASE CONTACT THE ENGINEERING DEPARTMENT AT (859) 744-7017 WITH QUESTIONS.