

Encroachment Permit

520 E. Cascade Avenue | PO Box 39 - Sisters, Or 97759 | ph. (541) 549-6022 | www.ci.sisters.or.us



Date

Permit or Associated Land Use File

Permit Number

This permit is issued for the private use of public right-of-ways and easements, including but not limited to landscaping, parking, accesses, etc. The applicant must submit this application along with a site plan detailing the type of encroachment in regards to the right-of-way or public easement and \$50 .00 per event or request. For more information call the Public Works Department at: (541) 323-5220.

Owner Information

Name

Phone Number

Mailing Address

Email Address

Applicant Information

Name

Office/Cell Phone Number

Mailing Address

Email Address

Applicant shall defend, indemnify and save City, its officers, agents, and employees harmless from any and all claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death) or damage to property (including loss or destruction), of whatsoever nature arising out of or incident to the negligent activities covered under the terms of this Permit.

Applicant Name

Applicant Signature

Date

Site Information

Site Address

Assessor's Map & Tax Lot

Est. Start Date/Time

Project Information

Street Right of Way

Public Easement

Other _____

Please provide specific information explaining why this encroachment needs to be in the public right-of- way:

Encroachment Permit Applicant

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Terms of Permit

This permit is granted only upon the following terms and conditions:

1. The permit may be revoked by the City of Sisters with a minimum ten day notice.
2. Please provide verification of liability insurance, or its equivalent, with a certificate of insurance coverage available from your insurance agent. If the certificate of insurance is not provided within ten days, this permit will be revoked.
3. 48 inches of clear passage width must be maintained on City sidewalks to meet Americans with Disability Act (ADA) requirements. Other disability access requirements for public and private entities can be found at the following link: [About the Rulemaking on Public Rights-of-Way](#) (See Proposed Guidelines 2011).
4. Upon request by the City, Permittee shall remove whatever improvements or use of the property which is the subject of this permit and shall restore the property to either the original condition before the permit was issued or provide whatever other removal or restoration as directed by the City.
5. Permittee shall not use this permit nor the property which is the subject of this permit for any other use than described above.
6. Nothing contained in this permit nor in Permittee's use of the property which is the subject of the permit shall in any way give Permittee any rights or privileges superior to the City of Sisters.
7. Permittee shall comply with all the rules, regulations or directions issued by the City during the period of this permit.
8. This revocable permit shall be binding upon the heirs, successors, personal representatives and assigns of the owner of the parcel or land described above, and shall constitute a covenant running with the land.

Signature

Date

For Office Use Only

CDD Approved Initial _____

PW Approved Initial _____

PW Approved with Conditions/comments: _____

Disapproved

City Manager

Date