

ENCROACHMENT PERMIT APPLICATION

City of Omaha
Public Works Department

1819 Farnam St. Ste 600
Omaha, NE 68183

Project Address:			
Type of Property: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial - Business Name:			
Owner's Name:		Phone:	
Applicant's Name:		Phone:	
Applicant's Address/Box No.:		City/State/Zip:	
PERMIT APPLICATION INFORMATION			
<input type="checkbox"/> Sprinklers	Width:	Length:	Distance to Intersection:
<input type="checkbox"/> Monument Signs	Width:	Length:	Distance to Curb:
<input type="checkbox"/> Landscape / Plants	Species:	Number:	Distance to Curb:
<input type="checkbox"/> Retaining Wall(s)	Width of Obstruction:		
<input type="checkbox"/> Other	Width of Obstruction:		
Duration of Obstruction/Number of Days		Begin Date:	End Date:
Obstruction on Public Property Description:			
_____ Distance to Curb:		_____ Distance to Sidewalk:	
*** NOTICE ***			
<i>Use of the right-of-way adjacent to such public streets, where such right-of-way is not necessary for the improvements contemplated by the project and further, where such encroachment does not interfere with the city's use of the property, may be permitted as long as the encroaching property owner holds an encroachment license issued by the city. The city may cancel any such encroachment license at any time upon ten days advance notice to the affected property owner. Upon cancellation of the license, the improvements must be removed at the expense of the property owner (see back of this application).</i>			
Applicant's Signature:		Date:	
OFFICE USE ONLY			
Encroachment Permit Number:		Date Issued:	
Inspection Required:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Outcome:	<input type="checkbox"/> Revision Required	<input type="checkbox"/> Passed	
Attachments Submitted:		Zoning District:	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	X _____	Date: _____
Comments:			
The Permit Holder is responsible for scheduling <u>ALL</u> inspections.			

Sec. 34-145. - Encroachments in right-of-way.

ARTICLE 1 – This section shall create a process by which the city may permit encroachments in the right-of-way for sprinkler systems, S&ID or subdivision identification signs, landscaping, retaining walls, overhanging roofs, and other similar items adjacent to a street which the city is constructing, widening, repairing, and/or replacing. This use of the right-of-way adjacent to such public streets, where such right-of-way is not necessary for the improvements contemplated by the project and further, where such encroachment does not interfere with the city's use of the property, may be permitted as long as the encroaching property owner holds an encroachment license issued by the city. The city may cancel any such encroachment license at any time upon ten days advance notice to the affected property owner. Upon cancellation of the license, the improvements must be removed at the expense of the property owner.

ARTICLE 2 – This section of the Code grants the public works director or his/her designee authority to consider, grant, or deny applications for encroachments on the right-of-way, under the criteria of this section and this Code. The permitted encroachments may be for the use of the right-of-way for sprinkler systems, S&ID or subdivision identification signs, landscaping, overhanging roofs, retaining walls and similar items. An encroachment application shall be filed with the public works director or his/her authorized designee, who shall be responsible for reviewing the document and granting an encroachment license in whatever form deemed appropriate. This section is not intended to replace the lease procedure stated in this article, but rather is intended to provide an additional mechanism to allow for limited use of right-of-way to provide some relief to a property owner whose interests might be affected when the city moves forward with constructing, widening, repairing or replacing a street or other similar activity.

ARTICLE 3 – (Ord. No. 39041, § 2, 6-28-11)

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Site Plan

Area of site to be disturbed by this encroachment _____ Sq./Ft.

INSTRUCTIONS TO APPLICANT

All encroachments must adhere to all adopted city codes and standards.

Draw in the street frontage this encroachment is being made adjacent to, including distances to the nearest street, alley, other driveways or intersection. Show all existing encroachments and distances. Indicate the height of this encroachment as well as its width and depth, as applicable.

Storm Water Protection

Indicate on this site plan ALL storm drains, ditches, swales, creeks, water bodies or areas that runoff from any excavations may effect. Indicate on this site plan all proposed protection being used on this project. ALL Permit Holders will be responsible for Storm Water Protecting caused by this project that will affect any listed items.

Approval of the encroachment will be dependent on conformance with sight distance or obstruction standards, so please include as much detail as possible. Additional sheets or plan drawings are acceptable submissions in addition to or in lieu of the included site plan.

The City reserves the right to request additional information or detail, if necessary, for the review of this application.



Indicate North in Circle

Graph Squares Are 5' x 5' or 1" = 20'

