

**COUNCIL ACTION FORM**

**SUBJECT: ENCROACHMENT PERMIT FOR MONITORING WELLS AT 903 NORTH  
2<sup>ND</sup> STREET**

**BACKGROUND:**

GHD Services Inc. is seeking approval for an encroachment permit that would allow two monitoring wells in the right-of-way at 903 N. 2<sup>nd</sup> Street. According to the applicant, historical records show the property as a former manufactured gas plant site. GHD is proposing to collect groundwater samples to determine if any materials remain on the property. The monitoring wells will be necessary for a preliminary sampling event to collect soil and groundwater samples, and are anticipated to be in place from one year to several years.

The well piping will extend vertically to the water table, and the top will be complete with a well cover. Each cover will be eight inches across and flush to the ground surface. The well covers will be mounted in a small concrete pad, approximately two feet by two feet.

The applicant has also applied for a right-of-way permit for installation of the wells. Approval of that permit is contingent on the approval of this encroachment permit. The adjacent property owner, Heuss Printing, has agreed to the project and will sign the encroachment permit agreement as property owner.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the City Council before the permit can be issued. By signing the agreement, the owner agrees to hold the City harmless against any loss or liability as a result of the encroachment, to submit a certificate of liability insurance which protects the City in case of an accident, and to pay the fee for the encroachment permit. The owner also understands that this approval may be revoked at any time by the City Council. The fee for this permit was calculated at \$25, and this amount has been received by the City Clerk's Office along with the certificate of liability insurance.

**ALTERNATIVES:**

1. Approve the encroachment permit request for monitoring wells in the right-of-way at 903 N. 2<sup>nd</sup> Street.
2. Deny the request.

**CITY MANAGER'S RECOMMENDED ACTION:**

Staff is satisfied that these wells can be safely placed and will not jeopardize the City's use of this area. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.



APPLICATION FOR ENCROACHMENT PERMIT

An Encroachment Permit approved by the Ames City Council is required for anything of a "fixed character" which is "upon, over or under" the surface of any "street, alley, or sidewalk."

Address of Encroachment: 903 North 2nd Street, Ames, Iowa 50010

Type of Encroachment: **Monitoring wells**  
(If the encroachment is a sign, please apply for a sign permit through the Inspections Division.)

Total Square Feet of the Area to Encroach: **8** (See attached submittal guidelines.)

Applicant is:  Property Owner  Tenant  Contractor

Name of Applicant: **GHD Services Inc.** Phone: **(515) 414-3933**

Mailing Address: **11228 Aurora Avenue, Urbandale, IA 50322** Email: **kevin.armstrong@ghd.com**

Property Owner's Name: **ROW outside 903 North 2nd Street, Ames, IA** Phone: **(515) 414-3933**

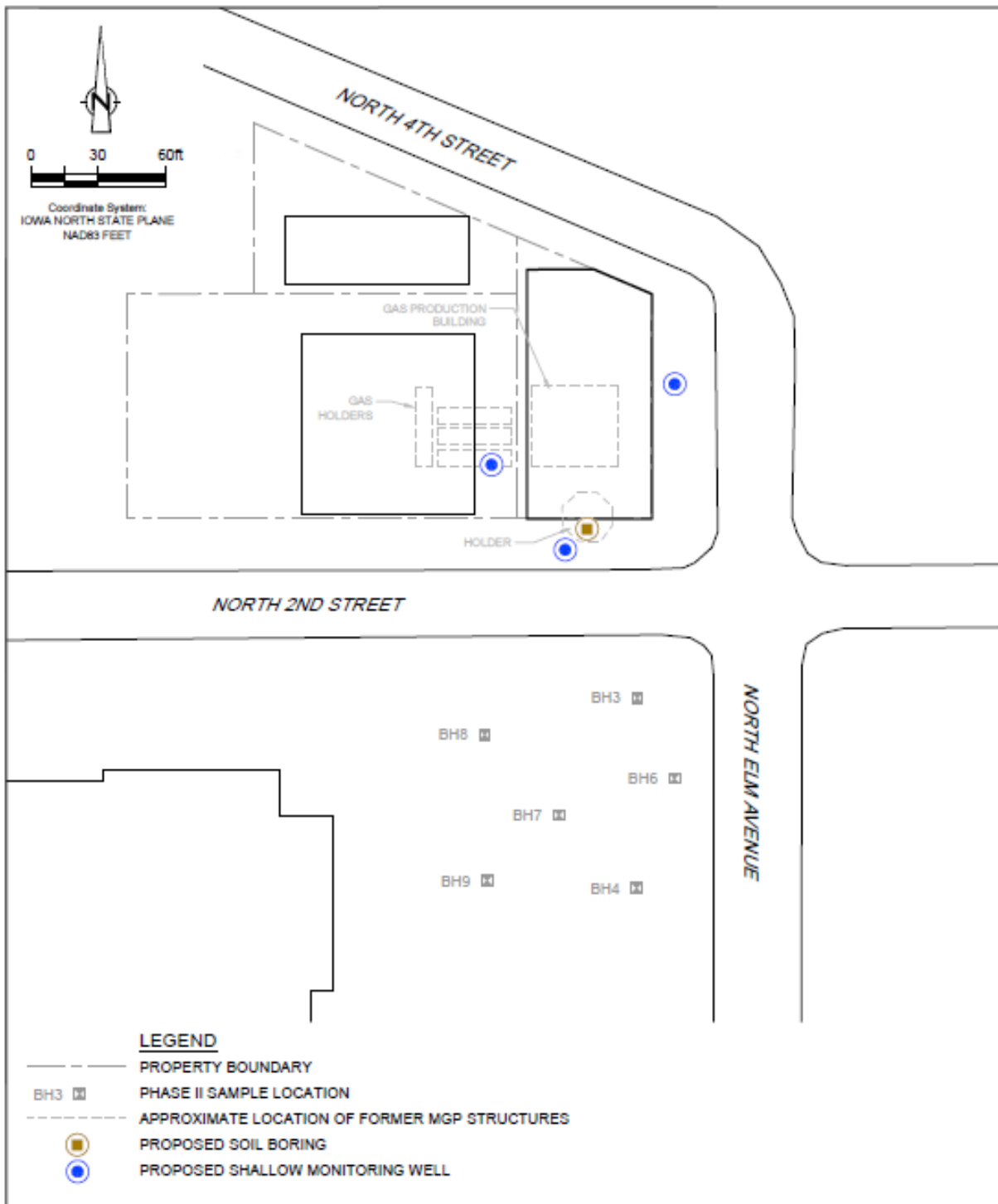
Mailing Address: **11228 Aurora Avenue, Urbandale, IA 50322** Email: **kevin.armstrong@ghd.com**

These items must be submitted with your application prior to approval of the permit:

1. An Encroachment Permit Agreement approved as to form by the City Attorney and signed by the owner of the building where the encroachment will occur (obtained from the City Clerk's Office).
2. A sketch of the encroaching item (i.e., sign, canopy, awning, etc.) drawn to scale.
3. A sketch showing the placement of the encroaching item on the property.
4. An insurance certificate with comprehensive general liability coverage in an amount of not less than \$500,000 combined single limit naming the City of Ames as an additional insured on the policy. Said certificate must be accompanied with a copy of Endorsement CG 2013.
5. A fee to be determined by the City's Building Official. The fee is \$1.00 per square foot of the encroachment or a minimum of \$25.00.

Applicant's Signature:  Date 4/11/18

Property Owner's Signature (if different): \_\_\_\_\_ Date \_\_\_\_\_



Source: Sample Locations from ERS, figure 1, sketch indicating locations of borings (1994), & Former MGP Structures from SANBORN map co. Imagery (1911). Property lines estimated from Beacon GIS



INTERSTATE POWER AND LIGHT COMPANY  
AMES (COLLEGE PARK) FORMER MANUFACTURED GAS PLANT SITE  
AMES, IOWA

11156781-00  
Mar 26, 2018

SAMPLING LOCATION MAP

FIGURE 1

