

**COUNCIL ACTION FORM**

**SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 409 DOUGLAS AVENUE**

**BACKGROUND:**

The tenant in the building at 409 Douglas Avenue, Heroic Ink, has requested an encroachment permit for a new sign which will encroach over the City sidewalk.

The proposed sign will be a blade sign fixed to the front of the building. The sign will extend not more than five feet over the sidewalk, and will not infringe upon the use of the sidewalk by the public.

The requirements of Section 22.3 of the Municipal Code have been met with the submittal of a hold-harmless agreement signed by the property owner and the applicant, as well as a certificate of liability insurance coverage which protects the City in case of an accident. The \$25 fee for this permit has been received by the City Clerk's Office.

**ALTERNATIVES:**

1. Approve the encroachment permit request for a sign at 409 Douglas Avenue.
2. Do not approve this request.

**MANAGER'S RECOMMENDED ACTION:**

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.