

**COUNCIL ACTION FORM**

**SUBJECT: ENCROACHMENT PERMIT FOR AWNING AT 410-412 DOUGLAS AVENUE**

**BACKGROUND:**

The owner of the building at 410-412 Douglas Avenue has requested an encroachment permit to allow an awning to occupy City right-of-way.

The proposed awning totals 88 square feet, and should not impair the operation of the road way.

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, and a certificate of liability insurance coverage which protects the City in case of an accident. The fee for this permit was calculated at \$88, and the full amount has been received by the City Clerk's Office.

**ALTERNATIVES:**

1. Approve the request.
2. Deny the 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 the awning.



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: 410 - 412 DOUGLAS AVENUE

Type of Encroachment: FABRIC AWNING

Name of Applicant: DENNIS JONES djbikeofames@yahoo.com

Address: 4211 Stone Brooke Rd

Applicant's Home Phone: 232-2923 Work or Cell Phone: 231-5188

Owner of Building: GOJ INVESTMENTS, LLC / DENNIS & CINDY JONES

Owner's Address: SAME AS APPLICANT

Owner's Home Phone: SAME Work or Cell Phone: SAME

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.
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. Said certificate must be accompanied with a copy of Endorsement CG 2013, naming the City of Ames as an additional insured on the policy. - ON FILE
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: [Handwritten Signature]

Owner's Signature (If Different):

AMES PANTORIUM BUILDING AWNING

6/13/2012  
DJones

