

COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 2420 LINCOLN WAY

BACKGROUND:

Tri City Sign Company is seeking approval for an encroachment permit that would allow a sign to hang in the public way at 2420 Lincoln Way. The proposed sign is for Freddy's Frozen Custard & Steamburgs, and it will be a projecting sign mounted to the north façade of the building. It will extend approximately 31 inches over the sidewalk, but not affect use of the sidewalk.

The sign permit application for the proposed sign has been reviewed by the Inspections Division and complies with all regulations regarding signage. The sign permit application is pending approval, contingent upon the approval of the encroachment permit.

Chapter 22.3(3) of the Ames *Municipal Code* requires approval of the Encroachment Permit Application by the Ames City Council before the permit can be issued. By signing the agreement, the owner and tenant agree to hold harmless the City of Ames 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 and tenant also understand that this approval may be revoked at any time by the City Council. The fee for this permit was calculated at \$25, and the full amount has been received by the City Clerk's Office along with the certificate of liability insurance.

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 this sign.



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: 2420 LINCOLN WAY

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

Total Square Feet of the Area to Encroach: 2'-7" x 1'-6" = 3.875 (See attached submittal guidelines.)

Applicant is: [] Property Owner [] Tenant [X] Contractor

Name of Applicant: Tri City SIGN Co. Phone: 308-384-6335

Mailing Address: 363 N Elm St. Email: Tim@TriCitySign.com

Property Owner's Name: John Ward Phone: 319-521-4239

Mailing Address: MLY Inv. 1241 Park Place Email: John.Ward@MLYInvest.com
StC Cedar RAPIDS Ia 52402

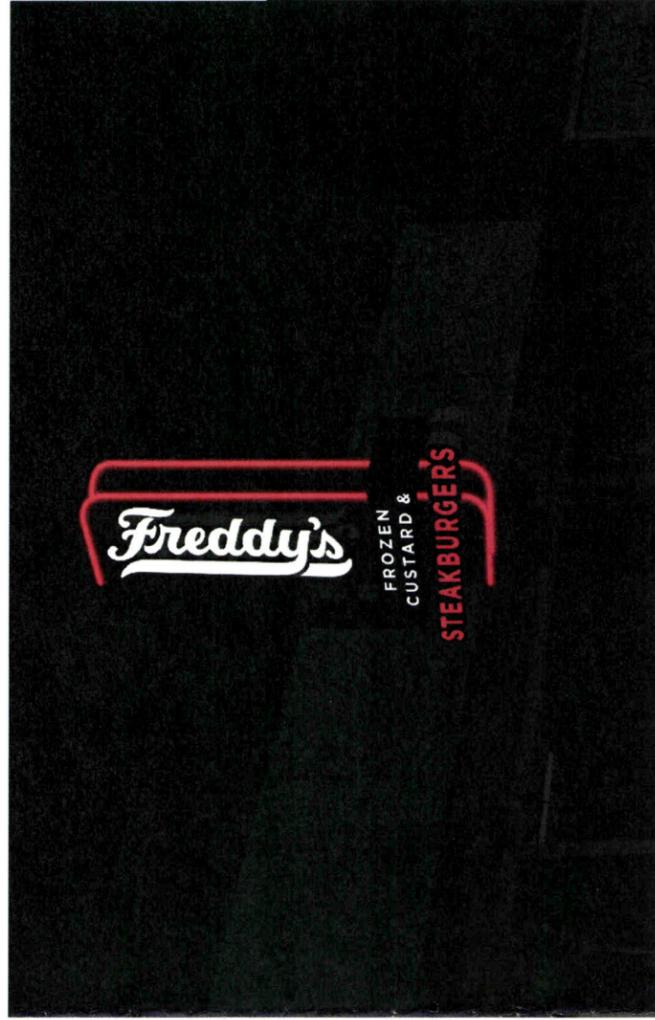
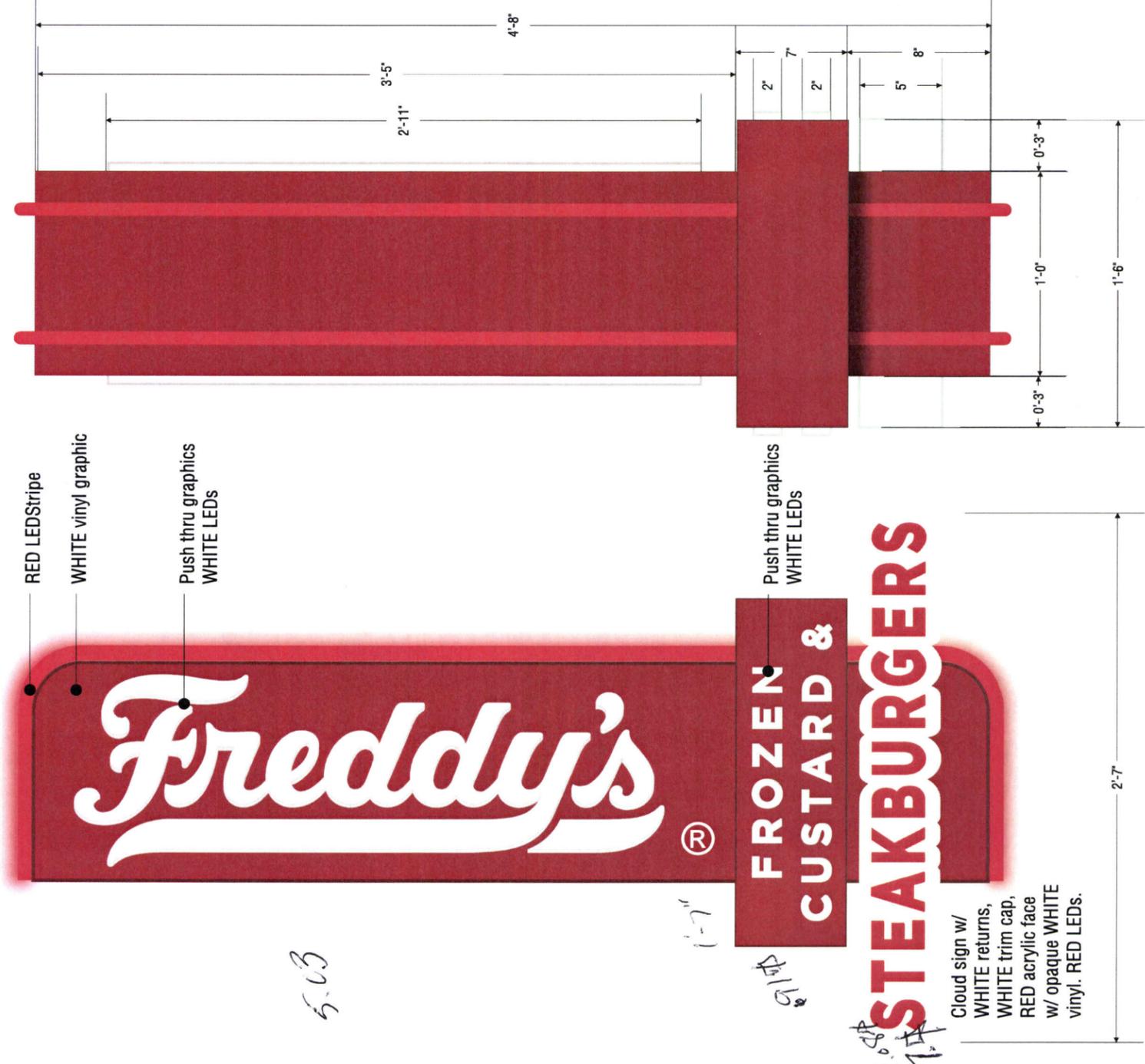
These items must be submitted with your application prior to approval of the permit:

- 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: [Signature] Date 11/13/17

Property Owner's Signature (If different): [Signature] Date 11/13/17

SCALE - 1 1/2" = 1'-0"



DESIGN TYPE

INTERIOR EXTERIOR

NEON DISPLAYS CHANNEL LETTERS

NON-ILLUM SIGNAGE REV. CHANNEL LETTERS

DUEL POLE SIGN SINGLE POLE SIGN

MONUMENT SIGN DIRECTIONAL

CHANGEABLE READER BOARD/ELE. DISPLAYS

PROJECT TYPE

NEW CONSTRUCTION

REMODELING

TENANT CHANGES

LANDLORD IMPROVEMENTS

CORPORATE CHANGES

AMENDMENTS TO EXISTING SIGNAGE

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electric Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

NOTICE:
ALL GRAPHIC REPRODUCTIONS ARE SUBJECTED BY APPROVAL OF AUTHORIZED CLIENT. AS OF APPROVAL BY THE UNDERSIGNED & DATED PRIOR TO ANY FABRICATION OF PRODUCT, TRI CITY SIGN COMPANY HOLDS ALL AGREEMENTS FINAL AND TO CLIENT APPROVAL.

Signed _____ Date _____
Sales Rep. _____ Date _____

TRI CITY SIGN COMPANY
Designing Your Future

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litcitysign.com
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DRAWING NO. **6883**

SALESPERSON: Tim Marchese

DRAWN BY: *Amy Cox*

Scale: As Noted. INSPECTED BY:
Date: 11.08.17

Revised: