

**COUNCIL ACTION FORM**

**SUBJECT:**           **ENCROACHMENT PERMIT FOR AWNING  
ON BUILDING AT 317 MAIN STREET**

**BACKGROUND:**

Photosynthesis, LLC, located at 317 Main Street, is seeking approval for an awning attached to the building that is 25.2 feet wide.

Chapter 22.3(3) of the *Ames Municipal Code* requires approval of the Encroachment Permit Agreement by the City Council before the Permit can be issued. By signing the Agreement, the applicant and owner agree to hold harmless the City against any loss or liability as a result of the encroachment, to submit a certificate of liability insurance that protects the City in case of an accident, and to pay the fee for the Encroachment Permit. The applicant and owner 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 requested Encroachment Permit for an awning at 317 Main Street.
2. Deny the request.

**CITY MANAGER'S RECOMMENDED ACTION:**

The application for the proposed awning has been reviewed by staff and appears to meet the necessary requirements for approval.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.