



# Application for Encroachment Permit

Fee: \_\_\_\_\_

(GL# 0010.00.323.028)

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State & Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

1. The undersigned applicant hereby applies to the City of Georgetown for a permit for encroachment to City Street Right of Way as shown and described below:

**Check here if Encroachment**

- For encroachment areas of ten (10) square feet or smaller, the fee shall be \$50.00 per year.
- Areas of ten (10) to one hundred (100) square feet, the fee shall be \$100.00 per year.
- Areas of one hundred (100) square feet or larger, the fee shall be \$150.00 per year.

**Check here if Outdoor Café Encroachment**

- For encroachment areas of ten (10) square feet or smaller, the fee shall be \$75.00 per year.
- Areas of ten (10) to one hundred (100) square feet, the fee shall be \$125.00 per year.
- Areas of one hundred (100) square feet or larger, the fee shall be \$175.00 per year.

2. Type of encroachment:

\_\_\_\_\_  
\_\_\_\_\_

3. Description of Location:

\_\_\_\_\_  
\_\_\_\_\_

(Attach a sketch or description of tables, chairs, or other objects, public right of way, and location of proposed space to be used for sign, display, or merchandise).

4. The undersigned applicant hereby requests that the City of Georgetown permit encroachment on the City of Georgetown Right of Way as described herein. It is expressly understood that the encroachment, if and when constructed, shall be installed in accordance with the sketch attached hereto made a part hereof.

**The applicant agrees to comply with and be bound by the City of Georgetown's Ordinances Sec. 20-7.1, Permitting procedures, Sec. 20-7.2, Site standards for use of public space, and Sec. 20-7.3, Signage.**

**Applicant must submit a certification of liability insurance and hold harmless agreement.**

Applicant's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
City of Georgetown Approval

\_\_\_\_\_  
Date of Approval