City of Burbank

APPLICATION FOR PERMIT TO ENCROACH TEMPORARILY ON CITY STREET IN CONNECTION WITH BUILDING PERMIT

The undersigned is lawfully entitled to use the real property _____at_____ _____, Burbank, California, for the construction of _____and hereby applies for a permit from the Public Works Department of the City of Burbank in conformity with the requirements of the Uniform Building Code, Section 3303, as contained in Title 9, Chapter 1 of the Burbank Municipal Code, the provisions of Title 7, Chapter 3, Article 7, of the Burbank Municipal Code, and the requirements of the Public Works Director, to temporarily encroach on a City street by constructing and maintaining a temporary canopy, fence or railing as follows:

NOTE: PROVIDE FLAT SURFACE FOR PEDESTRIAN WALKWAY. (SKETCH PLAN OR ATTACH PLAN)

This encroachment with an area of _____square feet shall be erected on or after _____ and shall be removed by the undersigned permittee immediately upon completion of the work authorized by said Building Permit or upon cancellation or expiration thereof, whichever shall first occur, and in any event on or before _____ for a total of _____days.

I (We) the undersigned understand and agree: that any permit issued hereon shall be issued pursuant and subject to the provision of Title 7, Chapter 3, Article 7 of the Burbank Municipal Code, that such permit may be canceled by the City of Burbank, acting by and through its Public Work Director, at any time, and that the encroachment must be removed within thirty (30) days thereafter; that no right, title or interest in any property owned by the City of Burbank shall vest or accrue to me/us by reason of the issuance of such permit or exercise of the privilege given thereby: that I/we will not suffer or permit any dangerous or defective condition of property to exist in connection with exercise of the privilege; and that I/we assume and will pay for all injuries and damage to persons or property arising from or in connection with exercise of the privilege.

Permittee: _____ Address: _____

Authorized Agent (Printed): _____ _____

Signature: _____ Date: _____ Phone: _____

Failure to comply with any requirements under Title 9 Chapter 1, Title 7 Chapter 3, or requirements of the Public Works Director shall result in the suspension of the Permit and/or criminal prosecution.

(FOR OFFICE USE ONLY)

P.W. -Traffic	_____	☐	Approved	
		☐	Disapproved	Conditions: _____
Building Official	_____	☐	Approved	
		☐	Disapproved	Conditions:_____
Fire Dept	_____	☐	Approved	
		☐	Disapproved	Conditions:_____
BWP - Electric	_____	☐	Approved	
		☐	Disapproved	Conditions:_____
BWP - Water	_____	☐	Approved	
		☐	Disapproved	Conditions:_____
BWP - Gen. Mgr.	_____	☐	Approved	
		☐	Disapproved	Conditions:_____

The foregoing application to encroach temporarily on a City street is hereby approved subject to the following terms and conditions:

1. Permittee shall provide Bodily Injury Liability and Property Damage insurance in an amount established by the Public Woks Director and the insurance certificate in a form acceptable to the City Attorney. Renewal certificate shall be provided 30 days prior to expiration.
2. Obstruction lights must be installed and maintained on all barricades and fences or other pedestrian protection structures on public properties.
3. Said construction fence to be painted a light neutral color.
4. Electrical Permit must be obtained from Building Department prior to installation of obstruction lights.
5. _____

and this constitutes an encroachment permit pursuant to the provisions of Title 7, Chapter 3, Article 7, of the Burbank Municipal Code subject to any conditions set forth above.

Insurance Expiration Date _____

Deposit (001-PW000-21009) _____

Miscellaneous Collection No. _____

Actual Fee Incurred
(.01) (_____sq. ft.) * (_____days) = $ _____ (*$200 minimum)
Refund (001-PW000-21009) _____
Request for Warrant No._____ By _____
Amount Due (001-PW000-51060-1002) _____
Dated _____

Distribution: Original: Counter File Copies: (1) Applicant (1) Inspector