



**Planning and Development Department**

**Encroachment Permit Application**

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

**Project Name:** \_\_\_\_\_

**APPLICANT INFORMATION**

**Applicant Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone: Cell #** \_\_\_\_\_ **Office #** \_\_\_\_\_

**Email:** \_\_\_\_\_

**PROJECT INFORMATION**

**Project Site:** \_\_\_\_\_

**Description of Encroachment & Location:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Attach legible drawings indicating relevant existing features including but not limited to:** edge of the pavement, pavement width, landscaping, sidewalk, curb and gutter, driveways, doorways, drainage pipe and structures, right-of-way width, length of excavation, proposed encroachment, centerline of road, intersecting roads, and construction schedule, etc.

**TYPE OF ENCROACHMENT** (at least one below must be checked):

- |                                                                                        |                                                                |
|----------------------------------------------------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> Road Closure/Lane Closure/ Bike Lane Closure                  | <input type="checkbox"/> Sewer Main – Tap/Service Repair       |
| <input type="checkbox"/> Parking Space (s) Water Main – Tap/Repair                     | <input type="checkbox"/> Main Installation – Gas, Water, Sewer |
| <input type="checkbox"/> Sidewalk – Install New, Tear-Out or Re-Pour, Sidewalk Closure | <input type="checkbox"/> Driveway – Add/Remove                 |
| <input type="checkbox"/> Boring, Excavation, Bury Cable/Conduit, Trenching or Testing  | <input type="checkbox"/> Asphalt-Cut, Backfill and Patch       |
| <input type="checkbox"/> Dumpster/pod                                                  | <input type="checkbox"/> Gas Service – Install/Retire          |
| <input type="checkbox"/> Other                                                         | <input type="checkbox"/> Storm Drain Work                      |

**ENCROACHMENT PERMIT AGREEMENT**

*The applicant hereby further agrees and binds his/her/its heirs, personal representatives, successors, and assigns, to assume any and all liability for accidents or injuries to persons, or damage to property, including the road, that may be caused by the construction, maintenance, use, moving or removing of the physical appurtenances contemplated herein, and the applicant agrees to indemnify and hold The City of Laurens harmless from and against any and all claims for personal injury and/or property damage which may be sustained by any person by reason of the construction, maintenance or existence of said encroachment on the City of Laurens right of way.*

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