

Application for Encroachment Permit - Outdoor Sales Facilities
City of Redlands - Municipal Utilities & Engineering Department

I/We hereby request permission to place, operate and maintain outdoor sales facilities within the City of Redlands public right-of-way at the following location:

Address: _____

Cross Streets: _____

Assessor Parcel Number: _____ Zone: _____

Number of Tables, Displays, et. al.: _____

PROPERTY OWNER

BUSINESS OWNER

Name: _____ Name: _____

Address: _____ Address: _____

City: _____ State: _____ City: _____ State: _____

Phone: () _____ Phone: () _____

PERMIT TYPE and FEE: **New @ \$186** **Annual Renewal @ \$91**

I/We hereby agree to abide by all terms and conditions established by the City of Redlands for the placement of outdoor sales facilities within the public right-of-way.

Authorized Signature: _____ Date: _____

The following information shall be submitted with this application:

- A scale diagram of the sales area depicting the location of all proposed tables, displays and merchandise, and existing sidewalk, edge of street, curb and gutter, utility facilities including, but not limited to, power poles, street lights, fire hydrants, utility boxes, street signs, street trees, planters, mailboxes, etc.
- A Hold Harmless Agreement signed by the applicant/business owner.
- An application fee payable to the City of Redlands.

***** FOR OFFICIAL USE ONLY *****	
Diagram Received: _____	Checked by: _____ Date: _____
Hold Harmless Agreement Received: _____	Date: _____
Fee Received: _____ Amount: \$ _____	Check No. _____ Date: _____
Comments: _____	
Supplemental Conditions Required: _____ Yes _____ No. Type _____	
COMMUNITY DEVELOPMENT DEPARTMENT REVIEW:	
Approved: _____ Disapproved: _____ Returned For: _____	
By: _____, Community Development Director or designee Date: _____	
MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT REVIEW:	
Application: _____ Approved: _____ Disapproved: _____ Returned For: _____	
By: _____, MUED Director or designee Date: _____	

CITY OF REDLANDS - MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT
STANDARDS AND SPECIFICATIONS
OUTDOOR SALES FACILITIES
WITHIN PUBLIC RIGHT-OF-WAY

No person shall place, operate, maintain or utilize any obstruction in public right-of-way, including tables, displays and merchandise for sale and other such uses, until an application, therefor, has been filed with and approved by the Municipal Utilities & Engineering Department.

Application shall be made on the form prescribed by the City of Redlands. The application shall include the following information:

- The location of the outdoor sales area including street address, cross streets, Assessor Parcel Number and zone. The number of tables, displays and other such items proposed shall also be included.
- The name, address and phone number for both the property owner and the business owner requesting the outdoor sales facilities.
- A scale diagram of the outdoor sales area depicting the location of all proposed tables, displays and merchandise, and existing sidewalk, edge of street, curb and gutter, utility facilities including, but not limited to, power poles, street lights, fire hydrants, utility boxes, street signs, street trees, planters, mailboxes, etc.
- A Hold Harmless Agreement signed by the applicant/business owner. The form will be provided by the City.
- The appropriate application fee payable to the City of Redlands.

The applicant shall comply with all applicable provisions of Chapter 12.12 of the Redlands Municipal Code.

The following standards shall apply for the placement of tables and merchandise in public right-of-way:

- Tables and merchandise shall not be permanently attached within the public right-of-way.
- A minimum of 6'-0" clearance shall be provided as a through paved walkway for pedestrians. This clearance shall be measured at right angles from the face of the curb or edge of obstruction to the edge of the sales area. Obstructions within the right-of-way include, but are not limited to power poles, street lights, fire hydrants, utility boxes, street signs, street trees, planters, mailboxes, etc. The sales area is defined as that area in which tables, displays and merchandise are placed.
- The sales area shall be located so as to not cross a lot line extended into the street right-of-way. On corner properties a set back of 5'-0" shall be maintained from cross street and alley right-of-way lines extended.
- The applicant shall be responsible for ensuring that tables, displays and merchandise are placed and maintained in the approved locations in the manner approved.
- The display of products or equipment offered for sale or rental shall be maintained in a neat and orderly manner. The diagram of the outdoor sales area (may include a photograph) shall show the proposed display and merchandise.
- The permit shall be good for one year from the date of issuance, and must be renewed annually.

Failure to comply with these standards and specifications may result in revocation of this encroachment permit, in accordance with Section 12.16.240 of the Redlands Municipal Code.

**HOLD HARMLESS AGREEMENT
FOR ENCROACHMENT PERMIT**

In addition to the indemnification requirement of Section 12.16.470 of the Redlands Municipal Code, I/We, _____, applicant/owner(s) of the business located at _____, agree to defend, indemnify and hold the City and its elected officials, officers and employees free and harmless from any loss, cost or liability (including, without limitation, liability arising from injury or damage to persons or property, including wrongful death and workers' compensation claims) which result from **(a)** any actions of applicant/owner(s) which arise from applicant/owner's compliance with its obligations for the issuance of this encroachment permit, and **(b)** any failure on the part of the applicant/owner(s) to take any action which applicant/owner(s) is/are required to take by this encroachment permit or any applicable federal, state and City laws, and **(c)** any claim or action which results from any willful or negligent act or omission of applicant/owner(s).

Included in the scope of the foregoing indemnifications shall be all damages and claims for damages which are suffered or alleged to have been suffered by reason of the matters which are the subject of the applicable indemnification and all of the associated legal fees and court costs.

Applicant/owner(s): _____

Date: _____

**MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT
ENCROACHMENT PERMIT
OUTDOOR SALES FACILITIES**

PERMIT NO. _____
Date Issued _____ Expiration Date _____
PERMIT TYPE: ___ New ___ Annual Renewal Fee Paid \$ _____

In accordance with your application dated _____ and subject to Chapter 12.12 of the Redlands Municipal Code, the provisions of the City of Redlands Standards and Specifications for outdoor sales facilities within public right-of-way, and any such Special Provisions as may be attached hereto, **PERMISSION IS HEREBY GRANTED** to encroach within public right-of-way in order to place, operate and maintain outdoor sales facilities, at the following location:

Business Name: _____
Business Address: _____
Cross Streets: _____
Approved Number of Tables and Displays: _____

PROPERTY OWNER

Name: _____
Address: _____
City: _____ State: _____
Phone: _____

BUSINESS OWNER

Name: _____
Address: _____
City: Redlands State: Calif. _____
Phone: (909) _____

This permit is to be strictly construed and no other encroachment into public right-of-way than that specifically mentioned above is authorized hereby. Placement of outdoor sales facilities in public right-of-way under the scope of this permit shall be deemed to be acceptance by the permittee of all terms and conditions of this permit. Supplemental permit conditions may be attached to this permit.

Supplemental Conditions Attached: ___ Yes ___ No

Accepted by: _____ Approved by: _____
Permittee Municipal Utilities & Engineering Department