



Boulevard Feature - Permit Application

For private improvements to be placed in the city's Right of Way by private property owners, including, but not limited to: fences, hedges, carriageways, driveways, pavement, planters, statues, irrigation systems, rock, and landscaping placed within or along City boulevard, sidewalks, or other locations within the Right of Way. Not including any permanent features requiring major removal efforts, such a concrete foundation

The information provided on this form may be considered public data pursuant to data practices law. The City will comply with all applicable laws if the information is subject to a data request.

Applicant Name	Applicant is <input type="checkbox"/> Property Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Other: _____
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Applicant (Address)	(Phone)	(Email)
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Boulevard Feature Location (Address)	(PID)	(Business Name, if applicable)
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Size (as applicable) Length: _____ Width: _____ Height: _____ Weight: _____	Start Date	Completion Date	Permanent or Temporary?
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Boulevard Feature Type				
<input type="checkbox"/> Fence	<input type="checkbox"/> Carriage walk	<input type="checkbox"/> Sign	<input type="checkbox"/> Trees / Large planting	Other: (Describe Below)
<input type="checkbox"/> Irrigation system	<input type="checkbox"/> Driveway	<input type="checkbox"/> Sandwich Board Sign	<input type="checkbox"/> Planters	
<input type="checkbox"/> Retaining Wall	<input type="checkbox"/> Statue / Large rock	<input type="checkbox"/> Outdoor Display / Sale	<input type="checkbox"/> Hedge / Planting	

Materials & Construction Methods Used	Description of Request
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Acknowledgements *(initial to indicate acceptance)*

_____ The city reserves the right to revoke any permit at any time and for any reason. If the permit is revoked, the property owner has 60 days to remove the private improvement.

_____ The abutting landowner bears all responsibility for any damage caused to or by any private improvement located within the boulevard or unopened right-of-way. The City and other authorized Right of Way users do not assume any responsibility.

_____ The abutting landowner shall be responsible for the maintenance of any private improvement located within the boulevard or unopened right-of-way. Any unmaintained private improvements shall be deemed to be a nuisance.

_____ Outdoor displays, including sidewalk sales and sandwich board signs, may only be displayed during business hours.

Attachments

Scale or dimensioned drawings of the boulevard, the Boulevard Feature, and any other significant features

Photograph or rendering of the Boulevard Feature

FEES <i>Fees are doubled for work that is started before a valid permit is in place.</i>			
	Amount	Quantity	<u>Subtotal</u>
Boulevard feature permit / ROW Occupation	\$25.00		
Excavation in boulevard	\$75.00/excavation		
Obstruction (no excavation) (temporary)	\$0/day 1; \$15/day, days 2-7; \$30/day, days 8+		
TOTAL PERMIT FEE			
<i>I hereby apply for a permit and acknowledge that the information above and attached is complete and accurate; that the work will be done in accordance with the ordinances of the City of Osseo; that I understand this is not a permit but an application for a permit and work is not to start without a permit; that the work will be in accordance with the approved plans, specifications, and codes.</i>			
Applicant Signature		Date	
Property Owner signature (if owner is not applicant)		Date	

For City use only:

Review: Any application may be denied if the private improvement would or could cause any inconvenience to the public. Factors considered during permit review include, but are not limited to: <ul style="list-style-type: none"> (1) Effect of the private improvement on snow plowing and snow storage; (2) Effect of the private improvement on public safety, including traffic visibility and pedestrian safety; (3) Effect of the private improvement on public land and public or private utilities; and (4) The public necessity and utility of the private improvement and the availability of alternate locations for the private improvement. 		
Requirements/Provisions:		
Permit approved by:	Date	Permit #
Receipt/Check #	Inspector:	Date inspected:
Inspection Notes:		