

Application for Encroachment on City Lands

This is an application to consider the possibility of allowing an encroachment onto City lands.	
Applicant Name:	
Address:	
Postal Code:	
Telephone Number: ()	Fax Number: ()
Email:	
Address of property to encroach onto City lands:	
Description of the encroachments: (sketch must be attached or application will be considered incomplete)	
Encroachment Already Exists Yes No	
Reasons for requesting encroachment:	
<p>The Applicant understands that this application is being taken in accordance with the City's Encroachment By-law and may be denied on based on the following criteria:</p> <ol style="list-style-type: none"> 1. the encroachment interferes with the City's intent and purpose in holding the City-owned Land; 2. the encroachment creates an unsafe condition; 3. the encroachment creates liabilities for which the City cannot assign full responsibility to the owner of said encroachment; 4. the encroachment creates a situation that is contrary to the any City by-law, City policy or resolution, or any provincial or federal regulation or legislation; 5. the encroachment interferes with work, plans, efforts, or initiatives of the City to maintain City-owned Lands; 6. the encroachment interferes with any utility or other similar installation located on City lands; or 7. the applicant is unable to reasonably demonstrate a need for the encroachment. <p>In the event that this application is approved, it will be necessary for the Applicant to execute an Encroachment Agreement and provide a Certificate of Insurance showing The Corporation of the City of Guelph as an additional insured. Encroachment Agreements may include encroachment agreement annual fees which will be established at the commencement of a term of an encroachment agreement. Fees are set out in the City's current User Fee By-law.</p> <p>Fees to accompany Application: Application Fee \$193.23 (\$171.00 plus HST) - non-refundable. Encroachment Agreement Fee \$339.64 (includes Encroachment Agreement Fee of \$228 plus HST and \$82.00 Land Registry Office registration disbursement).</p> <p>I understand and agree to the terms of this Application:</p> <p>Signature of Applicant:</p>	
PAYMENT INFORMATION: Cash, Cheque, Debit, Visa, Mastercard, American Express accepted.	
Please return the completed application form with payment to ServiceGuelph, City Hall, 1 Carden Street, Guelph	
For Office Use Only	
Date Received:	
Received By:	