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:

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:

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.

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.

Fees to accompany Application:
Application Fee $200.01 ($177.00 plus HST) - non-refundable.
Encroachment Agreement Fee $353.17 (includes Encroachment Agreement Fee of $238 plus HST and $84.23 Land Registry Office registration disbursement).

I understand and agree to the terms of this Application:

Signature of Applicant:

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: