



# Town of Parker Community Development

1314 - 11<sup>th</sup> St Parker, AZ 85344  
PH 928-669-9265 Fax 928-669-5247

## Application for Encroachment Permit

Fee \$50.00

Assessors Parcel # \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Numbers: \_\_\_\_\_  
Home or Message Work Fax

MAIL PERMIT TO: \_\_\_\_\_ Owner \_\_\_\_\_ Contractor \_\_\_\_\_ Other \_\_\_\_\_ Pick Up

### Property Information:

Physical Address: \_\_\_\_\_ Zoning \_\_\_\_\_

Owner / Builder: \_\_\_ Yes \_\_\_ No If no, please provide contractor information

Contractor Name: \_\_\_\_\_ License No: \_\_\_\_\_

Address: \_\_\_\_\_ Town of Parker Lic: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Activity/Project: \_\_\_\_\_ Encroachment purpose/type (select one)

- 1. Temporary placement: \_\_\_\_\_ Dumpster \_\_\_\_\_ Other \_\_\_\_\_
- 2. Improvement construction: \_\_\_\_\_ Driveway \_\_\_\_\_ Sidewalk \_\_\_\_\_ Fence/wall \_\_\_\_\_  
 \_\_\_\_\_ Landscaping \_\_\_\_\_ Awning/Carport \_\_\_\_\_  
 \_\_\_\_\_ Other \_\_\_\_\_

Description of encroachment \_\_\_\_\_

Intended construction start date \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

I attest that:

The information above is true and complete, to the best of my knowledge; I have read, understand, and agree to abide by Town of Parker Town Code; I agree to indemnify the Town of Parker, its directors, officers, agents, employees and volunteers and hold them harmless from and against any and all loss, liability, expense, claims, cost, suits, and damages, including attorney's fees, arising out of the activities described in this application; I agree to the standard conditions and any added special conditions of this permit, and will notify the Town of Parker in a timely manner to make all required inspections. **This application does not ensure that a permit will be issued.**

Signature of Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Applicant(s): \_\_\_\_\_

Submit application, along with required fee and 2 copies of scaled drawings showing proposed work within the Town of Parker Right-a-way.

For Town of Parker use only – Do not write below this line  
Permit - Preliminary Review & Approval:

\_\_\_\_\_  
Police Department - Date

\_\_\_\_\_  
Community Development - Date

\_\_\_\_\_  
Public Works - Date

\_\_\_\_\_  
Final Approval: Date

\_\_\_\_\_  
Project Completion Date

Applicant/Business Name: \_\_\_\_\_ Assessors Parcel Number \_\_\_\_\_

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**Standard Conditions of Approval:**

1. This permit constitutes an agreement between Permittee and the Town of Parker, whereby Permittee is allowed to perform certain approved activity within dedicated public area under the preview of the Town of Parker;
2. This permit is revocable at any time by the Town of Parker Public Works Director;
3. Permittee agrees to provide the Town of Parker with a certificate(s) of liability insurance that includes General Liability, Automobile Liability, Workers Compensation and Employers Liability. Permittee is also obligated to provide certificates for its contractor(s), if any. The required insurance shall be kept in force by the permittee and its contractors for the term of the permit and shall not expire, be cancelled or materially changed to affect coverage available to the Town of Parker without thirty (30) days written notice to the Town. Contractor's certificates shall include all subcontractors' assureds under its policies, or Contractor shall collect from each of its subcontractors a certificate that meets or exceeds the requirements for a Contractor. Contractor agrees to maintain and make available to the Town of Parker all subcontractors' certificates upon demand. The Town of Parker reserves the right to require an increase or allow a decrease in insurance limits or coverage based on the risks and financial exposure arising out of the event or activity proposed in the permit application;
4. The Permittee shall hold the town harmless of and from any liability of any nature resulting from any such encumbrance or obstruction being located within the right-of-way, and releasing the town from any liability for any obligation to maintain the encroachment or for any damage there to;
5. Permittee shall comply with all applicable Federal, State and Local laws, codes, regulations and ordinances, including OSHA requirements for excavation safety;
6. Permittee shall contact the Town of Parker no less than 48 hours in advance of the scheduled work/activity for inspection, and comply with all requirements of the Town of Parker for proper execution of the work/activity. Contact the Public Works Department at (928) 669-9265 for inspection;
1. Permittee shall contact Arizona Blue Stake (1-800-782-5348) to locate and mark utilities no less than 48 hours prior to commencing work;
2. A copy of the encroachment permit must be available onsite for review;
3. Work covered under this permit application must be completed no later than six (6) months of the approval date of this application;
4. Permittee shall be responsible for any repair or maintenance work to the encroachment for the duration of the encroachment. The Town of Parker reserves the right to require the permittee to perform any repairs necessary to the encroachment throughout the life of the encroachment;
5. Permittee shall obtain written approval from the abutting property owner if the encroachment encroaches on abutting property owned by someone other than the permittee;
6. Permittee shall remove the encroachment and restore the right-of-way to its original or better condition if the Town of Parker cancels or revokes the encroachment permit and terminates all rights under the permit.

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**Construction Drawing or Site Plan:**

Plans must be submitted that show the following:

- All parcel property lines,
- Location of encroachment, incl. setbacks distances to property lines,
- Location of all existing structures
- Distances between structures and property lines,
- Location of site utilities incl. water lines, sewer, septic tank and drain field (incl reserve area)
- All easements, washes, embankments and slopes
- North directional arrow

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The Encroachment Permit is issued upon the expressed condition that the Town of Parker does not protect or insure against loss of personal property or improvements owned by Permittee. Permittee waives the right to claim damages from the Town of Parker for any damage resulting to said property in the event that property is damaged or destroyed by fire or any other perils that is not the direct result of negligence by the Town of Parker.

Total Permit Fee: \_\_\_\_\_ Final Permit Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

