



Please submit this form to: City Clerk
419 N Broadway
Abilene, KS 67410
785-263-2550
shayla@abilenecityhall.com

APPLICATION FOR LICENSE AGREEMENT

DATE:

An application is hereby made for a license agreement to allow encroachment and improvements into and/or within the public right-of-way as described below. (Give address, location or common description of the street or area requested for licensing, and provide construction plans and a map of the areas.

Application for approval of a license agreement to allow the following **encroachment** into and/or **improvements** within the public right-of-way. **List all items:**

Legal description of area(s) to be licensed:

Have the improvements/encroachments been installed prior to this application? YES NO

Name of Contractor executing the project:

Address & Telephone:

Name of responsible party that will carry out maintenance of improvements/encroachments:

Address & Telephone:

If listed contractor or maintenance responsibility changes, it is the applicant's responsibility to notify the City of Abilene at (785) 263-3510.

Are there existing license agreements in place at this location? If yes, provide date, name and location of previous agreement:

Site development plan/construction plans submittal date:

Name: Contact Person:

Email: Fax: Tele:

Address:

I, the undersigned Owner/Tenant/Agent, declare that the information provided in this application is valid and correct. I have read and understand that this application will be processed in accordance with the process for requesting a License Agreement and that no action on processing will be taken without payment of the non-refundable processing fee. I understand that acceptance of this application in no way obligates the City to license the subject area. I understand the purpose and value of the public right-of-way, and that the final determination will be made by the Abilene City Commission. It is further understood that the City of Abilene is not responsible for any cost or inconvenience incurred by the Owner/Tenant/Applicant/Agent if this application is not approved.

Signed by:

Owner/Tenant/Applicant/Agent

Printed Name: _____

Title:

For Office Use Only

Public Works Director: _____ Date: _____

City Engineer: _____ Date: _____

City Inspector: _____ Date: _____