

Return to:
City of Concord
Code Administration
Health Services Division
37 Green Street
Concord, NH 03301
603-225-8580



Permit #: _____
Issue Date: _____
Exp. Date: _____

APPLICATION AND PERMIT FOR BUSINESS USE OF PUBLIC PROPERTY ENCUMBRANCE

I hereby apply for encumbrance of the sidewalk/right of way located at _____.

Business Name: _____ Phone: _____ Email: _____

Business Address: _____ State: ____ Zip Code: _____

Owner's Name: _____ Phone: _____ Email: _____

Owner's Address: _____ State: ____ Zip Code: _____

Number of Tables: _____ Number of Chairs: _____ Sidewalk Sign Dimensions: ____ x ____ = _____ sf

Number of Planters: _____ Planter Dimensions: ____ x ____ = _____ sf

(Commercial planters, or planters used to delineate seating areas require a permit)

I understand that approval of this application allows only that encumbrance specifically described in the application and that any changes will require the review and approval of the City prior to effecting the changes. I further understand that I must comply with, and that a permit will be subject to, the conditions listed below.

Applicant's Signature: _____ Date: _____

Approved: _____ Date: _____
Health Licensing Officer or designee

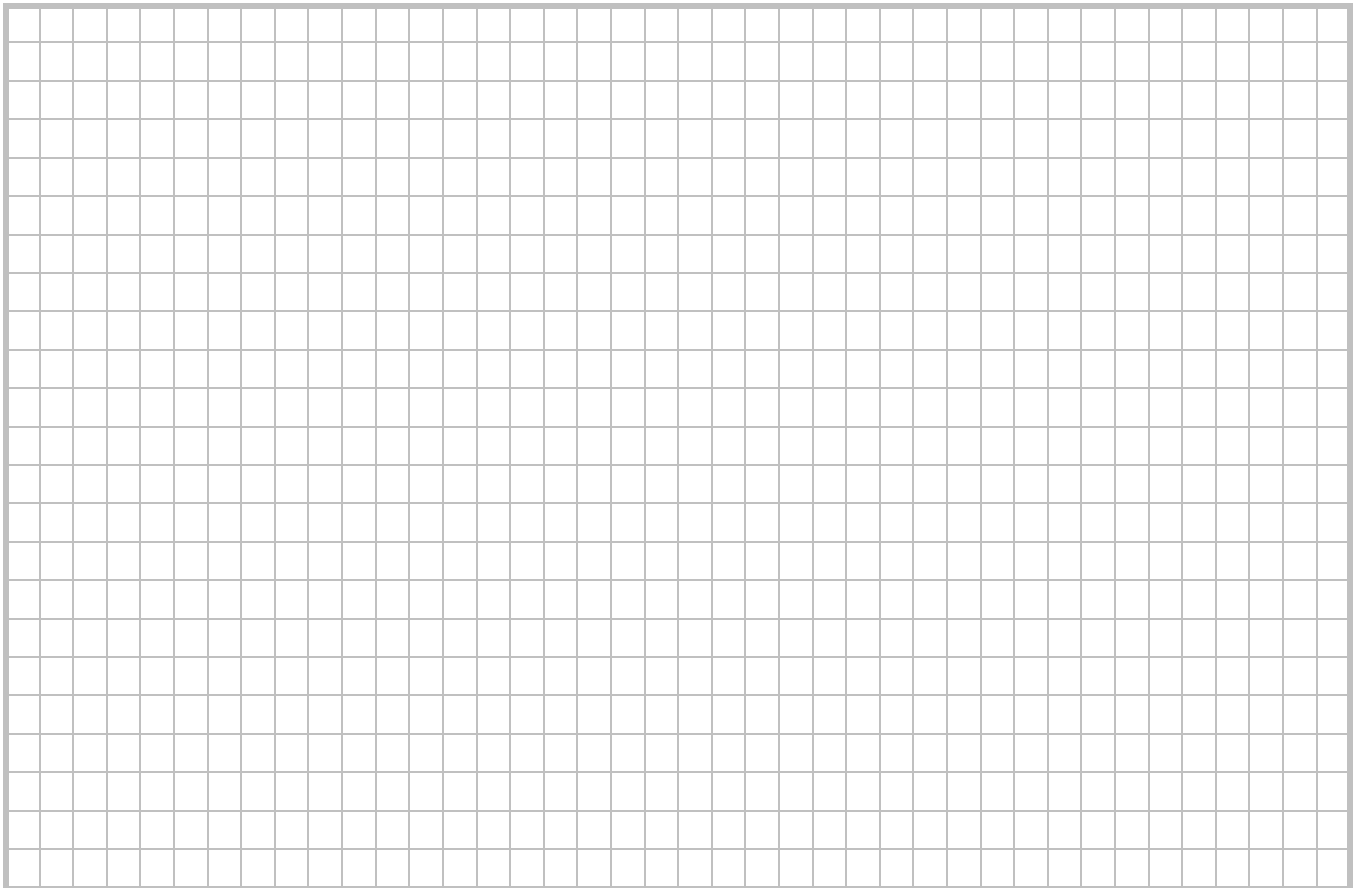
CONDITIONS OF THE PERMIT APPROVAL

1. The Health & Licensing Office or the Code Administrator may revoke the permit at any time.
2. The applicant hereby agrees to indemnify and save harmless the City of Concord, NH from all claims for damage or injury whatsoever that may arise from the encumbrance, obstruction, occupation or use of said highway, and the applicant shall be accountable for all damage that may occur on account of said encumbrance, obstruction, occupation or use of the aforesaid highway. The City of Concord in no case assumes any responsibility or liability by reason of this permit. A certificate of insurance shall be submitted to the Health & Licensing Officer in accordance with the City's Rules and Regulations.
3. The permit shall be kept with the individual in charge at the place of business for examination upon request by any City official.
4. A sticker or decal issued by the Health & Licensing Office for approved sidewalk sign permits shall be attached to the sign at all times and replaced annually.
5. **Please include insurance certificate with application.**

Revised: 10/3/18

Please sketch the **location and dimensions** of proposed encumbrance(s), including signs, planters, fences, stanchions, and/or any items used to delineate the area, and a description of the activity. **Include the hours** during which the encumbrance will occur. Permit is issued only for April 1 to Nov. 15 of the same year, except for signs, which may be permitted year round. **Please review the Business Use of Public Property Encumbrance Regulations and the Main Street Design Guide for guidance on placement and treatment of features in the right of way.**

Description: _____



In accordance with the Business Use of Public Property Encumbrance Regulations, any item approved by this permit shall not encroach into the pedestrian clear zone, identified as Zone B below.

