



# City of Keene

350 Marlboro Street

New Hampshire 03431

PERMIT No. \_\_\_\_\_

- \_\_\_ Applicant
- \_\_\_ Engineering
- \_\_\_ Fire
- \_\_\_ Highway
- \_\_\_ Police
- \_\_\_ Water/Sewer

## HIGHWAY/SIDEWALK ENCUMBRANCE PERMIT

This is to certify that \_\_\_\_\_

of \_\_\_\_\_

has complied with Section 82-33 of the City Code and is hereby granted permission to encumber the public highway/sidewalk in front of \_\_\_\_\_

for the period of \_\_\_\_\_ date \_\_\_\_\_ time to \_\_\_\_\_ date \_\_\_\_\_ time

for the purpose of \_\_\_\_\_.

COMPANY: \_\_\_\_\_

By: \_\_\_\_\_

Tel. No.: \_\_\_\_\_

CITY OF KEENE

\_\_\_\_\_  
Issue Date

By: \_\_\_\_\_  
City Engineer or Public Works Director

\_\_\_ \$50.00 Permit Fee: Check # \_\_\_\_\_. Rec'd by \_\_\_\_\_.

\_\_\_ Certificate of Liability Insurance in the amount of \$1,000,000, naming City of Keene as additional insured.

Expires: \_\_\_\_\_

An encumbrance permit shall be required when there is any proposed construction activity, building or utility maintenance activity or any other activity that would result in any obstruction of vehicular or pedestrian traffic on any street or highway, sidewalk or city right-of-way.

Conditions for Permit:

- When the city's right-of-way, street, highway, or sidewalk is fully or partially obstructed, a temporary traffic/pedestrian control plan shall be developed, placed, and maintained and it shall conform to the latest edition of the Manual Uniform Traffic Control Devices (MUTCD) and may include the use of barriers, signs, lights, warning devices, flaggers, uniform officers or any other condition that may be required by the police chief, the public works director or designee.
- A copy of the temporary control plan shall be included when application for the encumbrance permit is submitted.
- The person(s), company, corporation, or entity receiving permission to obstruct any street, highway, right-of-way or city-owned property shall assume the expense of such temporary traffic control plan.
- A Certificate of Liability Insurance in the amount of \$1 Million naming the City of Keene as additional insured.

The permit will be granted after the receipt of fees, receipt and approval of a temporary traffic control plan, and evidence of adequate insurance coverage.