

**Note: Applications take at least five business days to process.**

Applicant name \_\_\_\_\_

Address \_\_\_\_\_

City/Town

Province

Postal code

Telephone \_\_\_\_\_ Email address \_\_\_\_\_

Encroachment address ☐ same as above OR

Address \_\_\_\_\_

City/Town

Province

Postal code

Landscaping ☐ Container or Bin ☐ Park and/or Trail Access\* ☐

Description of Activities:

Size of Container or Bin (If applicable): \_\_\_\_\_ m by \_\_\_\_\_ m

Date(s) item will be on roadway \_\_\_\_\_

**By signing below, I the applicant, agree to the following conditions:**

1. Any containers, waste bins or landscaping material placed in roadways or driveways extending over public sidewalk MUST be marked with retroreflective tape, or by means of pylons/traffic cones to alert traffic and pedestrians.
2. All containers, waste bins or landscaping material MUST NOT obstruct local traffic or emergency services' vehicles, interfere with any driveways/sidewalks, or be placed within five (5) metres of any hydrant.
3. Roadways MUST be fully cleaned, swept and free of any remaining landscaping materials or debris upon completion.
4. A copy of this Temporary Roadway Encroachment Permit MUST be available upon request from RCMP & Enforcement Services, Emergency Services, Transportation and Agriculture Services or other authorized Strathcona County employee.
5. Any damage to County property as a result of this request will be the sole responsibility of the Applicant.
6. That in consideration of granting approval of this application, you agree to indemnify and save harmless Strathcona County from all liability arising out of the use and occupation by you of County roads and lands.
7. \*Applicant is responsible for ensuring that all required approvals are obtained from Strathcona County Recreation Parks and Culture (Contact 780-467-2211 or email at [recreation@strathcona.ca](mailto:recreation@strathcona.ca)) for construction access and related use of trails and open space areas within municipal parks, public utility lots and reserve lots.

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date**Collection and use of personal information**

## Collection and use of Personal information

Personal information is collected under the authority of section 4(c) of the *Protection of Privacy Act* and will be used to manage and administer Strathcona County's Temporary Roadway Encroachment Permit application and approval process and for enforcement purposes. If you have any questions about the collection, use, or disclosure of this information, contact the Director at 780-417-7100.

## Temporary Roadway Encroachment Application

## Site Plan

Please show the following:

- a. Location of containers, waste bins or landscaping materials on roadway
- b. Location of any existing fencing
- c. Location of sidewalk, light poles and fire hydrants