



FOR OFFICE USE ONLY	
Agreement Needed:	<input type="checkbox"/> Yes <input type="checkbox"/> No
PSW:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Date:	_____
CC:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Date:	_____
If denied & appealed by applicant:	
	<input type="checkbox"/> Approved <input type="checkbox"/> Denied by CC
Date:	_____

Application for Banner, Sign, Decoration or Obstruction in Public Right-of-Ways
Form #PWE009 (rev. 04/2022)

This application should be filled out by the local business, not the contractor doing the work, that is requesting the banner, sign, decoration or obstruction in the public right-of-way.

Date: _____

Applicant Type: Partnership Individual Corporation Group of Individuals
 Religious Organization Fraternal Organization

Applicant Name: _____

Applicant Address: _____

Contact Person Name: _____ Contact Person Title: _____

Phone: _____ Email: _____

Banner, Sign, Decoration or Obstruction Information

Location: _____ Size: _____

Construction (type of materials): _____ Height above public right-of-way: _____

Circle one: Permanent **OR** Temporary

If temporary: Time/Date to be put up: _____ Time/Date to be taken down: _____

Will banner, sign, decoration or obstruction be lighted? Yes No
 If yes, attach electrical plans and specifications.

Will the banner, sign, decoration or obstruction be placed on property of another which infringes on a public right-of-way? Yes No

Will the banner, sign, decoration or obstruction be placed on property of another, such as on a railroad bridge or private walkway connecting two buildings, etc.? Yes No
 If yes, signed permission from the property owner must be attached hereto.

Applicants must attach a picture, diagram or sketch of banner, sign, decoration or obstruction on a map to scale.

Applicants must attach Certificate of General Liability Insurance, with *Contractual Liability Endorsement*, showing insurance coverage in force and effect (\$1,000,000 single limits policy).

Indemnity and Hold Harmless Agreement

Applicant, in consideration of having the City of Kenosha, Wisconsin grant this application, herein and hereby agrees to indemnify and hold harmless the City of Kenosha, WI and its officers, employees and agents against any and all losses, claims, damages, costs, expenses, judgments, awards, attorney fees, or settlements which they may incur, sustain or be required to pay should any person or party suffer or sustain death, personal injury or property damage as a result of the putting up, taking down, maintaining or utilizing of any banner, sign, decoration or obstruction which is the subject of this agreement.

Dated at Kenosha, WI this _____ day of _____, 20____.

Applicant Printed Name: _____

Applicant Signature: _____ Date: _____

Conditions of Approval

The Committee on Public Safety & Welfare may impose reasonable permit conditions. The following guidelines shall be used to determine conditions of approval with respect to obstructions in any public right-of-way relative to restaurants, service of food and/or beverages, and outdoor displays or sales tables or racks where otherwise permitted:

1. Placement of obstructions shall be limited to areas where the sidewalk width is twelve (12') feet wide from face of curb to building line.
2. The obstruction shall be no closer than two (2') feet to the face of the curb.
3. The obstruction shall occupy no more than five (5') feet of the area between the curb and building line.
4. Non-permanent obstructions will only be permitted from May 1 through November 1.
5. Portable obstructions shall be adequately secured and anchored so as to prevent them from tipping over from the wind. Table umbrellas shall be secured with a heavy ballast holder.
6. Obstructions greater than three and one-half (3.5') feet in height shall be at least fifteen (15') feet from a corner sidewalk.
7. Obstructions cannot extend beyond the limits of the applicant's property's street frontage.
8. Aisle ways to building doors will be unobstructed so as to ensure a safe fire exit.
9. In accordance with Chapter 32, Rule 06-25 of the Code of General Ordinances, no structure, tree, pole, post, sign or any obstruction shall be placed, located or maintained within a five (5') foot radius of any fire hydrant connected to the Water Utility water supply system.
10. Enter into an agreement acceptable to both parties.
11. Obstruction to comply with all City of Kenosha Laws and Code of General Ordinances.

_____ (initial)

Return this form to:

**City of Kenosha,
Public Works Department
625 52nd St – Room 305
Kenosha, WI 53140**