



Application for Use of Town Streets & Sidewalks During Construction Activities

Section 13-18 of the Town of Highlands Code of Ordinances allows for the use of Town streets and sidewalks during construction activities with the approval from the undersigned.

All construction activities requiring the use of public sidewalks and/or public parking spaces that are conducted within the B-1 zoning district shall be carried out between the dates of November 1st & April 30th, Monday through Friday from 7:30am to 6:00pm with the issuance of a permit from the Town Manager. In order to complete an ongoing construction activity, the Town Manager may grant an extension to the permit beyond April 30th. The Permit holder shall schedule a pre-construction meeting with the Highlands Police Department, in order to secure a safe pedestrian access of four (4) feet around the construction site within the public parking spaces blocked for the construction.

The Town Manager may grant a permit for the general maintenance activities of façade repair / painting, and awning installation between the dates of May 1st & October 30th within the B-1 zoning district, with the following conditions:

1. Work hours shall be Monday through Wednesday from 6:00am until 9:00pm. No working Thursday through Sunday.
2. The Permit holder shall schedule a pre-construction meeting with the Highlands Police Department, in order to secure a safe pedestrian access of four (4) feet around the construction site within the public parking spaces blocked for the construction.

If the construction activities require the use of police officers for traffic control, the applicant must use off duty Highlands police officers in coordination with the chief of police.

Use of public right-of-way for longer than the period permitted by the town manager shall be punishable by a civil penalty of one hundred dollars (\$100.00) per day; each day continuing violation shall constitute a separate offense. In addition, the zoning certificate for the construction activity shall be revoked.

Persons using public right-of-way shall be responsible for removing all broken materials and other debris daily and returning the street or sidewalk to its original condition at the completion of the construction activity. Failure to do so shall be punishable by a civil penalty of one hundred dollars (\$100.00) per day; each day continuing failure to restore the street or sidewalk to its original condition shall constitute a separate offense. The town may in its discretion elect to remove broken materials and other debris and return the street or sidewalk to its original condition, and in the event of such election, the adjacent property owner shall be liable for the reasonable costs of such remediation.

Name of Applicant _____

Applicant's Contact Number(s) _____

Location of Construction _____

Description of Use _____

Number of Parking Spaces to be occupied _____

Describe method for controlling vehicle/pedestrian traffic:

Beginning Date _____

Ending Date _____

Applicant Signature _____ Date _____

**PERMISSION IS HEREBY GRANTED FOR USE OF TOWN STREETS AND/OR
SIDEWALKS AS DESCRIBED HEREIN.**

Town Manager _____ Date _____