



City of Fort Bragg
Permit for Placement of Flowerpot(s)

Mail Form to:
Director of Public Works
City of Fort Bragg
416 N. Franklin Street
Fort Bragg, CA 95437
Phone 707-961-2823 / FAX 707-961-2802

Permission is requested to install and maintain flowerpot(s) on the City of Fort Bragg right of way as follows:

Business Name: _____

Physical Address: _____

Information regarding flowerpot(s) for placement:

Minimum flowerpot diameter: 17 inches Minimum flowerpot height: 14 inches
Maximum flowerpot diameter: 29 inches Maximum flowerpot height: 28 inches

Draw a simple sketch of the proposed number, size, and placement of flowerpot(s) below - See Item 3 on reverse for minimum clearance requirements:

The undersigned agrees that flowerpots will be installed and maintained in accordance with City of Fort Bragg Policy for Placement of Flowerpots on Downtown Sidewalks as provided on the reverse of this form, subject to inspection and approval.

Business Owner _____ Phone: _____

Mailing Address _____

Authorized Signature _____ Date: _____

CITY USE:
INSPECTED AND APPROVED BY ENGINEERING DEPARTMENT:

Signature _____ Date: _____

Cc: Public Works Superintendent

POLICY FOR PLACEMENT OF FLOWERPOTS ON DOWNTOWN SIDEWALKS

1. The flowerpots shall meet the following requirements for minimum and maximum dimensions:

Minimum flowerpot diameter: 17 inches

Maximum flowerpot diameter: 29 inches

Minimum flowerpot height: 14 inches

Maximum flowerpot height: 28 inches

2. The business owner or property owner shall assume full responsibility for planting, watering, and maintaining flowerpots placed in front of their storefront. Maintenance responsibilities also include removal of any "green slime" that may build up on the sidewalk due to watering. The business owner or property owner shall agree that, if maintenance is not performed to the satisfaction of the City, the flowerpots will be removed from the sidewalk and disposed of by the City. The City will **not** maintain the flowerpots.
3. All flowerpots shall be placed immediately adjacent to the storefront façade and away from doors, leaving at least the following clear zones for pedestrians:

Minimum clearance on 8-foot wide sidewalk: 4 feet

Minimum clearance on 10-foot or wider sidewalk: 6 feet

The clear zone is measured perpendicularly from the edge of the flowerpot to the curb or any intervening sidewalk obstructions (i.e., street lights, sign posts, garbage cans, street trees, etc.)

4. A diagram indicating the number, size and placement of proposed flowerpots must be submitted for the review and approval of the Director of Public Works.
5. Prior to placing flowerpots on the Main Street sidewalk, the business owner or property owner shall obtain an encroachment permit from CalTrans.

A FULLY EXECUTED COPY OF THIS APPLICATION SHALL CONSTITUTE A PERMIT