



Encroachment Agreement Information Handout

Purpose: On occasion, property owners desire to construct private improvements (fences, retaining walls, driveways, sheds etc.) that encroach onto City easements or right-of-way. To protect the City's interest in these easements, we have permitted the encroachment only after the execution of an Encroachment Agreement. This agreement is drafted by the City Attorney, approved by City Council and filed against the property at Ramsey County. Processing time is approximately 30 days.

Application Fee = \$475

City Attorney Fees = determined at time of application

Minimum requirements:

- Encroachment cannot block or divert existing drainage.
 - The encroachment cannot impact traffic visibility for driveways, public streets or intersections.
 - The encroachment must be at least 10 feet behind the curb and gutter.
 - The applicant must provide a legal description of the area of encroachment.
 - The applicant must provide a survey showing the area of encroachment.
 - The conditions in the encroachment agreement will be tailored according to the specific situation.
- A copy of a generic encroachment agreement is available from Engineering.

Contact:

Engineering Department

engineering@cityofroseville.com

651-792-7004

fax: 651-792-7040