

**Memorandum
Public Works Department**



To: City Manager
Subject: Vestibule on Right of Way at 1831 3rd Avenue
Date: May 27, 2021
Number: 2021-097

The QC Coffee and Pancake House (1831 3rd Avenue) has submitted a request to install a vinyl fabric and aluminum framed vestibule within the 19th Street Right of Ways (ROW) at the above address. The vestibule would be located on the east side of the business and attach to the existing vestibule. The vestibule is intended to provide covered access to the business (see attached diagrams).

If the City grants permission to install the vestibule at this location the property owner has already provided the following documents:

1. Proof of insurance with the City listed as additional insured to hold the City harmless for any liability due to the presence of the object within the ROW. The owners have been notified of this requirement and have indicated that they will provide this document if permission is granted.
2. Provide a recordable agreement with the City to maintain the vestibule and to recognize that the City will not replace the entrance if it is necessary to remove it in order to maintain any existing or future utilities.

Recommendation

It is recommended that City Council allow the QC Coffee and Pancake House to install the vestibule within the 19th Street Rights of Ways at the above referenced address.

Submitted by: Michael T. Bartels, Public Works Director
Michael J. Kane, P.E., City Engineer

Approved by: Randall D. Tweet, City Manager

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