

CITY OF WOODLAWN PARK, KENTUCKY  
ORDINANCE NO. 3, SERIES 2021-2022

AN ORDINANCE GOVERNING THE USE OF RIGHTS-OF-WAY  
WITHIN THE CITY AND PROVIDING FOR ISSUANCE OF  
ENCROACHMENT PERMITS

WHEREAS, the City of Woodlawn Park is authorized and empowered to enact ordinances not in conflict with the Constitutions or laws of the United States and this Commonwealth, and

WHEREAS, the City Council of Woodlawn Park, Kentucky desires to regulate the use of rights-of-way within the City and the manner in which permits may be obtained for the encroachment thereof,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF WOODLAWN PARK, KENTUCKY AS FOLLOWS:

Section 1. The form for obtaining issuance of encroachment permits for performance of any work within the rights-of-way of the City shall be set forth by forms created by the City and shall be utilized by all applicants requesting encroachment.

Section 2. The form entitled VENDOR APPLICATION FOR RIGHT-OF-WAY ENCROACHMENT shall be used by all persons, firms, or corporations intending to perform any and all work in the rights-of-way within the City, with the exception of driveways.

Section 3. The form entitled RESIDENT APPLICATION FOR RIGHT-OF-WAY ENCROACHMENT FOR DRIVEWAYS shall be used by all persons, firms, or corporations solely for the purpose of constructing or renovating driveways within the right-of-way.

Section 4. No person, firm, or corporation shall proceed with any work within said rights-of-way without first completing and filing the proper form with the City Clerk and thereafter obtaining an encroachment permit upon compliance with the terms of this Ordinance and the encroachment forms.

Section 5. Applicants may apply for a hearing before the Council for temporary or special variances in case of need or hardship. Need or hardship permission to vary will be granted at the sole discretion of the Council.

Section 6. Any person who shall violate any provision of this Ordinance shall have committed a civil offense and shall be subject to a maximum civil penalty of \$250.00 for each violation thereof, subject to the following schedule of civil penalties for each offense: uncontested violations: first offense - \$50.00, second offense - \$100.00, all others - \$200.00, contested violations: first offense - \$100.00, second offense - \$200.00, all others - \$250.00. In the event any person who has violated this Ordinance fails to pay the civil penalty within thirty (30) days after issuance of a citation for violation of this Ordinance, or within thirty (30) days after

any and all appealable appeals therefrom have been exhausted, the City may recover the amount of the civil penalty and court costs in a civil action in any court of appropriate jurisdiction.

Section 7. This Ordinance shall take effect upon its passage and publication.

First Reading held December 20, 2021.

Second Reading, Passed and Approved January 17, 2022



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Larry Lewis, Mayor

Date: 1-17-2021

ATTEST:

Pat Merrick  
City Clerk