DENVER
TRANSPORTATION & INFRASTRUCTURE

TIER DETERMINATION SUBMITTAL CHECKLIST

FOR ENCROACHMENTS & ENCUMBRANCES IN THE PUBLIC RIGHT-OF-WAY

Download this checklist, fill out, and submit along with the Application and supporting documentation to DOTI.ER@denvergov.org.

- ■ *This checklist is only for Applications requesting Tier Determination or Tier I Statement of No Objection only*
- ■ ***Encroachment Determinations are not an approval** of information provided with this submittal.*
- ■ *It is the Applicant's responsibility to provide sufficient information for an accurate Tier Determination*
- ■ *Tier I Encroachments do not require an Encroachment Permit, other permits still apply*
- ■ *Tier II and Tier III Encroachments require separate Encroachment Permit Application for review and approval*
- ■ *Additional information will be required at the time of separate Encroachment Permit Application*
- ■ *Tier Determinations are subject to change based on new information and comprehensive review of a separate Encroachment Application*

Encroachments shall be in accordance with:

- ■ Denver Revised Municipal Code (DRMC) Chapter 49, Streets, Sidewalks and Other Public Ways
- ■ Rules and Regulations Governing Encroachments & Encumbrances in the Public Right-of-Way
- ■ Transportation Standards and Details for the Engineering Division

Encroachment Application

- ■ ***Signed by adjacent property owner** or authorized Special District representative as owner of Encroachment*
- ☐ *Select 'Determination Only' on Application*

Site Maps, Exhibits, and Plans

PROVIDE MAPS, EXHIBITS, AND/OR PLANS TO ILLUSTRATE MINIMUM INFORMATION NECESSARY TO UNDERSTAND CURRENT CONDITIONS AND PROPOSED ENCROACHMENT DESCRIPTION AND PLACEMENT

- ■ North arrows and legends
- ■ Labels and dimensions of current conditions and proposed, final conditions
- ■ Property/Right-of-Way lines, right-of-way widths, street names and adjacent property addresses
- ■ Edge of pavement, curb and gutter, sidewalks, nearby driveways, and alleys
- ■ Distance between the property line and the back of curb
- ■ Location and size of Encroachment – Show and dimension limits of both above and below ground elements
- ■ Distance from Encroachment to the nearest flowline, from Encroachment to sidewalk, of clear sidewalk width
- ■ Projection of Encroachment from building and vertical height/clearance of the Encroachment from finish grade
- ■ Construction Materials
- ■ Electrical service alignment, electrical connection location, and voltage/amps requirements
- ■ Cross-sections (show ROW line, sidewalk, curb/gutter, limits of encroachment above/below ground, vertical clearance)
- ■ Manufacturer's, construction, special, and non-standard details
- ■ Photographs or other renderings of proposed installations

Contact Information for Owner or Authorized Application Representative:

SIGNATURE:		DATE:	9/29/2025
PRINT NAME:	Timothy E Taggart	PHONE:	(303) 522-6611
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