

ENCROACHMENT PERMIT REGULATIONS

1. Application may be made by an Owner or Contractor. All work in public right-of-way must be performed by a licensed Contractor, or by the property owner making the improvement.
2. At least 48 hours before excavating, the Applicant shall notify Underground Service Alert (800-227-2600) of the proposed work and request utility location service.
3. Public Safety and convenience within the work area shall be the sole responsibility of the Applicant. Work shall be scheduled to cause as little inconvenience as possible to the public and to property owners in the work area. The Applicant shall provide all necessary flagmen, signs, barricades and warning lights to route public traffic safely through or around the work.
4. All trenching and back filling shall be performed in conformance with CAL-OSHA regulations.
5. Evidence of liability insurance in a minimum amount of \$300,000 shall be posted with each application for an Encroachment Permit.
6. All paving to be removed shall be cut to neat, straight lines with a concrete saw or other suitable equipment. Curb, gutter and sidewalk shall be removed and replaced in complete sections between existing expansion joints.
7. All backfill shall be compacted to 90% relative density, and aggregate base shall be compacted to 95% relative density.
8. All excavations shall be backfilled at the end of each work day, and temporary paving placed to a minimum thickness of one-inch in all paved areas. Temporary paving shall be maintained in a smooth condition until permanent paving is placed.
9. All work within City right-of-way shall be done in conformance with applicable City Standards.
10. The street shall be kept free of dust and debris during the work, and shall be left in a neat, clean condition when the work is completed.

ENCROACHMENT PERMIT

Applicant's Name
Applicant's Address
Property Owner Name
Property Owner Address

Application is hereby made:

1. To excavate in: street sidewalk curb gutter
 other _____

2. To install: driveway sidewalk curb & gutter
 other _____

Estimated date and time of Encroachment _____ 20____

Estimated date and time of Completion _____ 20____

Work to be performed by _____

State Contractor's License No. _____

DESCRIPTION AND/OR DIAGRAM OF PROPOSED WORK (attach plans, if possible)

Permit expires in 60 days if work has not commenced.	APPROVED
_____	By _____
Signature of Applicant	
_____	_____
Title	Date
Organization	<i>see regulations on reverse side</i>