

**CITY OF RANCHO CORDOVA, PUBLIC WORKS DEPT.
2729 PROSPECT PARK DRIVE, RANCHO CORDOVA, CA 95670
PHONE (916) 851-8710**

PERMIT NO. _____

MAP NUMBER
COORDINATES _____

U.S.A. TICKET NO. _____
Phone (800) 227-2600

APPLICATION FOR ENCROACHMENT PERMIT

CITY ACCT # _____

1. Permit Type (residential driveway culvert, residential sidewalk repair, commercial minor EP -, commercial EP):
2. Application is made for permission to excavate, construct and/or otherwise encroach on City right-of-way by performing the work described below on:

Project Location

3. Scope of Work:

	Estimated Construction Days:
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4. Attach 3 sets of plans to this application.
5. Applicant must check with all Utility Companies serving the area covered by this permit, for location of existing underground pipes, conduits or cables. Underground Service Alert (U.S.A.) does not locate non-pressurized sewer and drainage facilities.
6. **Before starting work, the Permittee shall notify City of Rancho Cordova at (916) 851-8849, 48 hours in advance of the date work is to begin.**
7. Attention is directed to the General Provisions attached hereto and to any specific conditions made a part of hereof.
8. The work authorized by this permit must commence within 30 days, and must be completed within the time indicated on application.
9. Inspection fees will be charged on a time and materials basis and are not included in application fee.

In consideration of the granting of this application, the applicant shall indemnify, defend with counsel acceptable to City, and hold harmless the City of Rancho Cordova and its officers, officials, employees, and agents from and against any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any of the work undertaken under the terms of this application and the permit or permits which may be granted in response to thereto, and that all of said liabilities are hereby assumed by the applicant. It is further agreed that if any part of this installation interferes with the future use of the highway, it must be removed or relocated, as designated by the City of Rancho Cordova Director of Public Works, at the expense of the applicant or their successor in interest.

FOR USE BY UTILITY COMPANIES

District: _____ Division: _____
Engineer: _____ Job No: _____

Applicant: _____
Contact Person: _____
Phone #: _____
Applicant Signature: _____
Date: _____

Billing Information

Company / Contact _____ Phone _____

Address _____ City _____ State _____ ZIP _____

DEPARTMENTAL REVIEW	APPROVED BY	DATE	PERMIT FEE: _____
WATER SUPPLY			SURETY: _____
WATER RESOURCES			TRENCH FEE: _____
SASD			
SRCSD			

Approved application is subject to payment of fees, pre-construction meeting with CMID, Attachment A, and is revocable at any time. This permit is nontransferable and **EXPIRES ONE YEAR** from date issued. ***ANNUAL Permits expire December 31 of the year permit is issued.**

**PERMIT IS NOT ACTIVE UNTIL
INSPECTION SIGNATURE IS OBTAINED**

City of Rancho Cordova

INSPECTOR _____ Date: _____ By: _____ Date: _____

Plan Submittal Date: _____

“ASBUILT” Inspector Approval: _____
Name Date

GENERAL PROVISIONS

PERMIT. This permit is issued in accordance with Division 2, Chapter 5.5 of the Streets and Highways Code of the State of California and Chapter 12.08 of the City Code as amended on January 6, 1998.

ACCEPTANCE OF PROVISIONS. It is understood and agreed by the Permittee that the doing of any work under this permit shall constitute an acceptance of all the general and specific conditions hereof.

WORK AND MATERIALS. All work and materials shall be in accordance with the current edition of the "Sacramento County Standard Construction Specifications." All work shall be in compliance with the Americans with Disabilities Act.

KEEP PERMIT ON WORK SITE. This permit shall be kept at the site of the work and must be shown to any representative of the City of Rancho Cordova or any law enforcement officer upon demand. Fines for failing to provide a valid permit are defined in Chapter 12.08.

DEPOSIT: Applicant shall post a deposit in the sum of money sufficient in the opinion of the City Director of Public Works to cover the total cost of refilling any excavation and proper restoration of the highway as required by Chapter 12.08 of the City Code. The deposit may be released 180 days after acceptance of the work. Applicant shall have the option of posting and maintaining a general deposit in an amount not to exceed \$25,000 as specified in Section 12.08.090 of the City Code.

GUARANTEE. Should any failure of the work occur within a period of one year after completion and Public Works Department acceptance (i.e., sign off of permit and record drawings) of the permitted work, the refilled excavation settles, or if the resurfacing or restoration of the roadway disintegrates or develops ruts or holes or if found to have used materials not in compliance with City Standard Specifications, the Permittee shall be required to repair and/or resurface to the satisfaction of the City to eliminate all such reconstruction failures. If the Permittee fails or refuses to do such corrective work, the City may elect to complete the corrective work and collect the cost of the work from the Deposit and/or the Permittee, or to pursue such other remedies as may be available to complete the corrective work at the Permittee's expense.

U.S.A. NOTIFICATION REQUIRED. The Permittee is responsible for locating all public owned facilities within the construction area and shall notify Underground Service Alert two working days in advance of performing excavation work by calling the toll-free number (800) 227-2600. U.S.A. notification to be renewed at not more than 14 calendar day intervals. All U.S.A. and other construction related markings shall be removed upon completion of the project.

PROSECUTION OF WORK. Any work authorized by this permit shall be performed in a workmanlike, diligent and expeditious manner to the satisfaction of the Public Works Director.

TRAFFIC CONTROL. A traffic control plan shall be submitted to the Public Works Department for review and approval for any work requiring modification of existing traffic patterns (e.g., lane or road closures, lane constrictions, etc.). Pedestrian and bicycle access must be maintained at all times. Contact the Public Works Department at (916) 851-8713 for additional information.

MAINTAINING AND PROTECTING TRAFFIC CONTROL FACILITIES. Metal objects (such as manhole frames and lids, valve boxes, bore casings, etc.) shall not be installed within 72 inches of a traffic detector loop. Any traffic signal or detector operation disruption shall be repaired and the system made operational within eight hours of the damage. Should the City elect to provide repair or replacement services, the Permittee shall be required to reimburse the City for all costs involved.

TREES. Unless specifically approved on the face of this permit, the removal or trimming of a tree(s) requires a separate tree permit. Contact the Public Works Department at (916) 851-8713 for additional information.

TUNNELING. No tunneling will be permitted except on major work as may be specifically approved and set forth on the face hereof.

BACKFILL AND RESTORATION OF SURFACES. Excavation and surface restoration shall be made in compliance with Standard Drawing 4-36, and Section 14 and 19 of the "Sacramento County Standard Construction Specifications." Unless otherwise noted, a single seal coat (see Section 14-3.03) shall be applied after the placement of the final lift of asphalt concrete. After placement of the seal coat, a "shiner" shall be placed in the undisturbed portion of the roadway 2 feet beyond the edge of the cut pavement. In areas where the cut extends the full width of the street, the "shiner" shall be placed on the center line of the street 2 feet beyond the edge of the cut pavement. The information to be included on the "shiner" is the month and year of installation and the contractor's identification.

UNDERGROUND UTILITIES. Disregard of or destruction of underground utilities may be cause for revocation of this permit or denial of future permits at the discretion of the Public Works Director. Any utility so damaged shall be immediately reported to the owner and Public Works Department.

CLEANUP. All roadside drainage ditches shall be restored to a true grade and intake and outlet ends of all culverts shall be left free from all excess material and debris.

RECORD DRAWING. Upon completion of underground or surface work of consequence, the Permittee shall furnish record drawings to the Public Works Department showing location and details of work performed.

FUTURE MOVING OF INSTALLATION. The installation authorized herein shall, upon demand of the Director, be relocated in a timely manner by, and at the sole expense of the Permittee whenever construction, reconstruction, maintenance, or traffic conditions on the highway may require such relocation. The Permittee must commence such relocation within the time specified in said demand and thereafter diligently prosecute the same to completion.

MAINTENANCE. The Permittee agrees by the acceptance of this permit to exercise reasonable care to maintain properly any encroachment placed by it in the Cityright-of-way and to exercise reasonable care in inspecting for and immediately repairing and making good any damage to any portion of the right-of-way which occurs as a result of the maintenance of the encroachment in the highway or as a result of the work done under this permit, including any and all damage to the roadway which would not have occurred had such work not been done or such encroachment not placed herein.

STORM WATER COMPLIANCE. All construction sites within the City of Rancho Cordova are required to meet the requirements of the California State Clean Water Act. No discharge of sediment, visible or non-visible pollutants to storm drains or waterways will be allowed to occur at any time. Fines can be issued by the City for illicit discharge occurrences and can be turned over to the State Regional Water Quality Control Board for further enforcement action.

NOTIFICATION. Permit is for work in public right-of-way only. Applicant is responsible for obtaining permissions for work outside of public right-of-way.

TEMPORARY PATCHES. Temporary patches in concrete or asphalt shall be replaced with a permanent surface within 7 calendar days.

PAVEMENT CUTS. All pavement cuts shall receive a minimum 1-1/2-inch deep by 12-inch wide key grind around the perimeter of the pavement cut prior to patching