



CITY OF ANDERSON

APPLICATION FOR ENCROACHMENT PERMIT

MAIL TO: DEPARTMENT OF PUBLIC WORKS
Engineering Department
1887 Howard Street
Anderson, CA 96007

EMAIL TO: plan.pub.works@ci.anderson.ca.us

Date of Application: _____
Commencement date: _____
Completion date: _____
(Not more than 60 days from application)

Work Description:

(Space for sketch on back - Submit detailed plan if available)

The applicant understands that performing any work within City of Anderson right-of-way shall constitute acceptance of the attached General or Special Provisions of this permit. Further, permittee agrees the work will be done in accordance with City approved Construction Standards and Drawings and/or the Standard Specifications for Public Works Construction (Green Book) unless otherwise specified, and subject to city inspection and approval. No work shall be started until a copy of the permit is received by the owner or authorized agent.

Permittee shall, by execution of this application, agree to save the City of Anderson, its officers and employees, harmless and shall indemnify them against any loss or liability resulting from any work done under this permit.

Construction Address

Contractors Name

Owner's Name

Contractor Address

Owner's Address

Contractors License Number

Owners Telephone Number

Contractor's Telephone Number

Signature of Applicant Date

APPLICATION FEE \$63.00

*** Note: The owner or his authorized agent must sign this form***

GENERAL PROVISIONS

1. **Definition.** This permit is issued under Chapter 3 Division 1 of the Streets and Highways Code. The term encroachment as used in this permit is defined in Chapter 3 of said code.
2. **Acceptance of Provisions.** It is understood and agreed by the permittee that the doing of any work under this permit shall constitute acceptance of the provisions.
3. **No Precedent Established.** This permit is granted with the understanding the action will not be considered to establish a precedent on the expediency of permitting any kind of encroachment to be erected within the City right-of-way.
4. **Licensing Requirements.** It is understood and agreed to by the applicant that all work performed within the right-of-way shall be performed by a General Engineering Contractor (Class A) unless otherwise approved by the City of Anderson. Some exceptions to the class of license requirement may be approved, depending on the type and location of work to be performed.
5. **Insurance Requirement.** It is understood and agreed to by the applicant that prior to the issuance of the Encroachment Permit an insurance rider valued at \$1,000,000 from the contractor performing the work, shall be submitted to the City of Anderson Public Works Department naming the City as additionally insured on the policy.
5. **Notice Prior to Starting Work.** Before starting work on which, a City Inspector will be required, or whenever stated on the face of the permit, the Permittee shall notify the City Engineer or other designated employee of the City in which the work is to be done. Such notice shall be given at least 24 hours in advance of the date the work is to be done.
6. **Keep Permit on the Job.** A copy of this permit must be kept at the construction site at all times and must be surrendered to any representative of the owner upon demand.
7. **Permits from other Agencies.** The party or parties to whom this permit is issued shall, whenever the same is required by law, secure the written order or consent to any work hereunder from the Railroad Commission of the State of California, or any other public board having jurisdiction, and this permit shall be suspended in operation unless and until such order or consent is obtained.
8. **Protection of Traffic.** Adequate provision shall be made for the protection of the traveling public. Barricades shall be placed with amber lights at night, also flagmen employed, all as may be required by the particular work in progress.
9. **Minimum Interference with Traffic.** A Traffic Control Plan shall be submitted for approval prior to any work. All work shall be planned and carried out so there will be the least possible inconvenience to the traveling public except for the specific work permitted.
10. **Storage of Material.** No material shall be stored within eight (8) feet from the edge of the pavement of traveled way or within the shoulder line where the shoulders are wider than eight feet.
11. **Clean up of Right of Way.** Upon cleanup of the work, all brush, timber, scraps and material shall be entirely removed and right of way left in as presentable condition as before the work started.
12. **Standards of Construction.** All work shall conform to recognized Standards of Construction.
13. **Supervision of Grantor.** All work shall be done subject to supervision of, and to the satisfaction of the grantor.

GENERAL PROVISIONS

14. **Future Moving of Installation.** It is understood by the permittee that whenever construction, reconstruction or maintenance work on the streets may require, the installation provided for herein shall, upon request of the City, be immediately moved by, and at the sole expense of the permittee.
15. **Expense of Inspection.** On work that requires the presents of an employee of the City as inspector the salary and other incidental expense of such inspection during the work shall be paid by the permittee upon presentation of a bill therefore.
16. **Liability and Damages.** The permittee is responsible for all liability for the personal injury of property damage which may arise out of work herein permitted, or which may arise out of failure on the permittee's part to perform obligations under this permit in respect to maintenance. In event any claim of such liability is made against the City, or any department, officer or employee thereof. Permittee shall defend, indemnify and hold them and each other harmless from such claim.
17. **Making Repairs.** If the grantor shall so elect, repairs to paving which has been disturbed shall be made by employees of the grantor and the expenses thereof shall be borne by the Permittee, who shall purchase and deliver on the road the materials necessary for said work as directed by the grantor. All payments to laborers, inspectors, etc., employed by said grantor for or on account of the work herein contemplated, shall be made by the Permittee forthwith on receipt of written orders, pay rolls or vouchers approved by the grantor. Or the grantor may elect to require a deposit before starting repairs, in any amount sufficient to cover the estimated cost thereof.

The grantor will give reasonable notice of its election to make such repairs. If the grantor does not so elect, the grantee shall make such repairs promptly. In every case the grantee shall be responsible for restoring any portion of the street which has been excavated or otherwise disturbed to its former condition as nearly as may be possible except where the grantor elects to make repairs to paving as above provided in the paragraph and except where provision to contrary is made in the typewritten portion of the permit.
18. **Care of Drainage.** If the work herein contemplated shall interfere with the established drainage, ample provision shall be made by the Permittee to provide for it as may be directed by the grantor.
19. **Submit Location Plan.** Upon completion of underground or surface work of consequence, the Permittee shall furnish plans to the city showing location and details.
20. **Maintenance.** The grantee agrees by the acceptance of this permit to exercise reasonable care in inspecting for an immediately repairing and making good any injury to any portion of the street which occurs as a result of the maintenance of the encroachment in the street or as a result of the work done under this permit, including any and all injury to the street which would not have occurred had such work not been done or such encroachment not been placed therein.

PIPES, CONDUITS, GAS PUMPS, ETC.

21. **Crossing Roadway.** Service and other small diameter pipes shall be jacked or otherwise forced underneath pavement without disturbing it. Pavement or roadway shall not be cut unless specifically permitted on the face hereof. Service pipes will not be permitted inside of metal culvert pipes used as drainage structures.

GENERAL PROVISIONS

22. **Limit Excavation.** No excavation is to be made closer than eight (8) feet from the edge of the pavement except as may be specified.
23. **Tunneling.** No tunneling will be permitted except on major work as may be specifically set forth on the face thereof.
24. **Depth of Pipes.** There shall be a minimum of two (2) feet of cover over all pipes and conduits.
25. **Backfill.** All backfill is to be moistened as necessary and thoroughly hand tamped, there being not less than one tamper to each shoveler. Whenever required by the grantor, a trench crossing the roadway shall be backfilled with gravel or crushed rock.
26. **Preserve Surfacing Material.** Whenever a gravel or crushed rock surface is trenched, such material shall be placed at one side and when backfill is started the rock material shall be replaced to its original position.
27. **Maintain Surface.** The Permittee shall maintain the surface over structures placed hereunder as long as necessary.
28. **Pipes Along Roadway.** Pipes and utilities paralleling the pavement shall be located at the distance from traveled way and at such depth as specifically directed on the face hereof. Cutting of tree roots will not be permitted.

POLES, WIRES, CABLES AND OVERHEAD STRUCTURES

29. **Location Pole Lines, etc.** Pole lines shall be located as specifically directed on the face hereof.
30. **Railroad Commission Orders.** All clearances and type of construction shall be in accordance with the applicable orders of the State Railroad Commission.
31. **Permission from Property Owners.** Whenever necessary to secure the permission from abutting property owners, such authority must be secured by the Permittee before starting work.
32. **Clearance of Trees.** Poles must be of such height as to permit clearance over a tree 40 feet in height, where quick growing trees are in place. At locations where slow growing trees are in place, normal construction standard may be followed at the option of the pole line company, with provision to ultimately clear a 40-foot tree.

POLES, WIRES, CABLES AND OVERHEAD STRUCTURES

33. **Guy Wires.** No guy wires are to be attached to trees except on specific authority and in no event shall they be so attached as to girdle the tree or interfere with its growth. Guy wires shall be kept at a minimum elevation of six feet above the ground whenever so directed.
34. **Clearing Around Poles.** The Permittee shall remove and keep clear all vegetation from within a radius of at least five feet of the poles.

GENERAL PROVISIONS

35. **Painting or Visibility Strips.** All poles are to be painted for a distance of six feet above the ground using white lead and oil or aluminum paint or in lieu thereof, when poles have creosote butts, wood or metal visibility strips may be placed. Wood strips are to be Douglas fir 1" x 3" - 5 feet long on 6" centers about the base of the pole and painted with white lead and oil or aluminum paint. If metal strips are used, such strips may be placed either vertically or horizontally.
36. **Painting or Visibility Strips (Continued).**
- Paint is to be renewed as often as may be required to maintain satisfactory covering. If not painted when installed or renewed as the grantor may consider necessary, the right is reserved to have this painting done and the Permittee hereby agrees to bear the cost thereof under the terms of this permit.
- Poles that do not present a possible traffic hazard will be given consideration for exemption from those provisions upon written request of Permittee accompanied by pertinent data as to pole location, difference in elevation, etc. The grantor's decision will be final in this regard.
37. **Remove Old Poles, Guys and Stubs.** The entire length of such timbers shall be removed from the ground and holes backfilled and thoroughly tamped.

PLANTING TREES

38. **Location and Species.** The location and kind of trees to be planted shall be specified on the face of this permit.
39. **Planting and Maintenance Cost.** The Permittee must bear the cost of planting the trees. The arrangement as to maintenance of the trees shall be specifically set forth on the face of this permit. In particular cases arrangements may be made for the city to do this work upon deposit of a certain sum for each tree which is to be planted. The city reserves the rights to assume the maintenance or to decline to do so as conditions justify.
40. **Group Planting.** The cost of group plantings and similar work which may be agreed upon with the city shall be borne by the Permittee and turned over to the city. Plantings for parking and picnic grounds will not be considered in this connection.

ROADSIDE TREE TRIMMING & REMOVAL

41. **Removal of Trees.** When permit is granted for removal of a tree as an independent operation or as a part of other work, the entire stump shall be taken out for a depth of at least two feet below the ground surface.
42. **Clearing the Site.** All timber and debris shall be removed from the right of way. The hole left by the stump shall be backfilled and thoroughly tamped and the site left in presentable condition.
43. **Trimming of Trees.** In general, only light trimming of branches two inches or less in diameter will be permitted and only when specifically so stated on the face hereof. The shapeliness of the tree must be preserved.
44. **Inspection.** If the permit requires inspection by the city during progress of the work, the cost of inspection shall be borne by the Permittee. No charge will be made for occasional routine inspection.

GENERAL PROVISIONS

ROAD APPROACHES, CONNECTING PAVEMENTS AND MINOR WORK

45. **Grades and Specifications.** Grades and types of construction shall be as detailed by plans or stated on the face of this permit.
46. **Borrow and Waste.** Only such borrow and waste will be permitted and within the limits as set forth on the face of this permit.
45. **Minor Work.** Grading down of small banks, small ditches, placing of awnings and other similar minor work shall be governed by the general provisions and as detailed on the face hereof.