

STANDARD ENCROACHMENT PERMIT APPLICATION

Permission is requested to encroach on the City Street right-of-way as follows:

(Complete all BOXES [write N/A if not applicable] Please print single sided)

This application is not complete until all requirements have been approved.

FOR CITY OF POINT ARENA USE					
PERMIT NO. _____					
DIST/CO/RTE/PM _____					
SIMPLEX STAMP _____					
1. COUNTY		2. ROUTE	3. POSTMILE		
4. ADDRESS OR STREET NAME			5. CITY		
6. CROSS STREET (Distance and direction from site)			7. PORTION OF RIGHT-OF-WAY		
8. WORK TO BE PERFORMED BY ☐ OWN FORCES ☐ CONTRACTOR			9. EST. START DATE		10. EST. COMPLETION DATE
11. EXCAVATION	MAX. DEPTH	AVG. DEPTH	AVG. WIDTH	LENGTH	SURFACE TYPE
12. EST. COST IN CITY STREET RIGHT-OF-WAY			FUNDING SOURCE(S) 13. ☐ FEDERAL ☐ STATE ☐ LOCAL ☐ PRIVATE		
14. ☐ PIPES	PRODUCT TYPE	DIAMETER	VOLTAGE / PSIG		15.

Building Permit Number _____

Applicant's Reference Number / Utility Work Order Number _____

16. Have your plans been reviewed by CITY OF POINT ARENA? ☐ NO ☐ YES (If "YES") Who? _____

17. Completely describe work to be done within City Street right-of-way :

Attach 6 complete sets of **FOLDED** plans (folded 8.5" x 11"), and any applicable specifications, calculations, maps, etc.

All dimensions shall be in U.S. Customary (English) Units.

18. Is a city, county, or other agency involved in the approval of this project?

☐ YES (If "YES", check type of project and attach environmental documentation and conditions of approval.)

☐ COMMERCIAL DEVELOPMENT ☐ BUILDING ☐ GRADING ☐ OTHER _____

☐ CATEGORICALLY EXEMPT ☐ NEGATIVE DECLARATION ☐ ENVIRONMENTAL IMPACT REPORT ☐ OTHER _____

☐ NO (If "NO", please check the category below which best describes the project, and complete page 4 of this application.)

☐ DRIVEWAY OR ROAD APPROACH, RECONSTRUCTION, MAINTENANCE, OR RESURFACING

☐ FENCE

☐ PUBLIC UTILITY MODIFICATIONS, EXTENSIONS, HOOKUPS

☐ MAILBOX

☐ FLAGS, SIGNS, BANNERS, DECORATIONS, PARADES AND CELEBRATIONS

☐ EROSION CONTROL

☐ OTHER _____

☐ LANDSCAPING

19. Will this project cause a substantial change in the significance of a historical resource (45 years or older), or cultural resource? ☐ YES ☐ NO

(If "YES", provide a description)

YES

NO

(If "YES", attach site and grading plans.)

20. Is this project on an existing highway or street where the activity involves removal of a scenic resource including a significant tree or stand of trees, a

rock outcropping or a historic building? ☐ YES ☐ NO

(If "YES", provide a description)

21. Is work being done on applicant's property? ☐ ☐

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22. Will this proposed project require the disturbance of soil?

☐ YES ☐ NOIf "YES", estimate the area within City Street right-of-way in square feet AND acres: _____ (ft²) AND _____ (acres)estimate the area outside of City Street right-of-way in square feet AND acres: _____ (ft²) AND _____ (acres)

23. Will this proposed project require dewatering?

☐ YES ☐ NO

If "YES", estimate total gallons AND gallons/month. _____ (gallons) AND _____ (gallons/month)

SOURCE*: ☐ STORMWATER ☐ NON-STORMWATER(*See CITY OF POINT ARENA SWMP for definitions of non-storm water discharge: <http://www.dot.ca.gov/hq/env/stormwater/index.htm>)

24. How will any storm water or ground water be disposed of from within or near the limits of this proposed project?

☐ Storm Drain System ☐ Combined Sewer / Storm System ☐ Storm Water Retention Basin☐ Other (explain): _____**PLEASE READ THE FOLLOWING CLAUSES PRIOR TO SIGNING THIS ENCROACHMENT PERMIT APPLICATION.**

The applicant, understands and herein agrees to that an encroachment permit can be denied, and/or a bond required for non-payment of prior or present encroachment permit fees. Encroachment Permit fees may still be due when an application is withdrawn or denied, and that a denial may be appealed, in accordance with the California Streets and Highways Code, Section 671.5. All work shall be done in accordance with CITY OF POINT ARENA rules and regulations subject to inspection and approval.

The applicant, understands and herein agrees to the general provisions, special provisions and conditions of the encroachment permit, and to indemnify and hold harmless the CITY OF POINT ARENA, its officers, directors, agents, employees and each of them (Indemnities) from and against any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, judgments, losses and liabilities of every kind and nature whatsoever (Claims) arising out of or in connection with the issuance and/or use of this encroachment permit and the placement and subsequent operation and maintenance of said encroachment for: 1) bodily injury and/or death to persons including but not limited to the Applicant, the CITY OF POINT ARENA and its officers, directors, agents and employees, the Indemnities, and the public; and 2) damage to property of anyone. Except as provided by law, the indemnification provisions stated above shall apply regardless of the existence or degree of fault of Indemnities. The Applicant, however, shall not be obligated to indemnify Indemnities for Claims arising from the sole negligence and willful misconduct of CITY OF POINT ARENA, its officers, directors, agents or employees.

DISCHARGES OF STORM WATER AND NON-STORM WATER: Work within City Street right-of-way shall be conducted in compliance with all applicable requirements of the National Pollutant Discharge Elimination System (NPDES) to govern the discharge of storm water and non-storm water from its properties. Work shall also be in compliance with all other applicable Federal, State and Local laws and regulations, and with the CalTrans' Encroachment Permits Manual and encroachment permit. Compliance with the NPDES requires amongst other things, the preparation and submission of a Storm Water Pollution Protection Plan (SWPPP), or a Water Pollution Control Program (WPCP), and the approval of same by the appropriate reviewing authority prior to the start of any work. Information on the requirements may also be reviewed on the CalTrans' Construction Website at:

<http://www.dot.ca.gov/hq/construc/stormwater>

25. NAME of APPLICANT or ORGANIZATION (Print or Type)

E-MAIL ADDRESS

ADDRESS of APPLICANT or ORGANIZATION WHERE PERMIT IS TO BE MAILED (Include City and Zip Code)

PHONE NUMBER

FAX NUMBER

26. NAME of AUTHORIZED AGENT / ENGINEER (Print or Type)

IS LETTER OF AUTHORIZATION ATTACHED?

E-MAIL ADDRESS

☐ YES ☐ NO

ADDRESS of AUTHORIZED AGENT / ENGINEER (Include City and Zip Code)

PHONE NUMBER

FAX NUMBER

27. SIGNATURE of APPLICANT or AUTHORIZED AGENT

28. PRINT OR TYPE NAME

29. TITLE

30. DATE

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FEE CALCULATION -- FOR CITY OF POINT ARENA USE

CASH CREDITCARD NAME ON CARD _____ PHONE NUMBER _____

CHECK NUMBER _____ NAME ON CHECK _____ PHONE NUMBER _____

EXEMPT PROJECT EA _____ DEFERRED BILLING (Utility)

CALCULATED BY	(1)	(2)	
REVIEW	1. FEE / DEPOSIT	DATE	2. FEE / DEPOSIT
1. _____ HOURS @ \$ _____ *	\$ _____		\$ _____
2. _____ HOURS @ \$ _____ *			\$ _____
INSPECTION	1. FEE / DEPOSIT	DATE	2. FEE / DEPOSIT
1. _____ HOURS @ \$ _____ *	\$ _____		\$ _____
2. _____ HOURS @ \$ _____ *			\$ _____
FIELDWORK			
_____ HOURS @ \$ _____ *	\$ _____		\$ _____
EQUIPMENT & MATERIALS	DEPOSIT	DATE	DEPOSIT
	\$ _____		\$ _____
CASH DEPOSIT IN LIEU OF BOND	\$ _____		\$ _____
TOTAL COLLECTED	\$ _____	\$ _____	
CASHIER'S INITIALS			\$ _____
* The current hourly rate is set annually by Headquarters Accounting. District Office staff do not have authority to modify this rate.			
PERFORMANCE BOND	DATE	AMOUNT	
		\$	
PAYMENT BOND	DATE	AMOUNT	
		\$	
LIABILITY INSURANCE REQUIRED?	YES NO	AMOUNT	
		\$	

INSTRUCTIONS for completing page 4

Your answers to these questions will assist departmental staff in identifying any physical, biological, social or economic resources that may be affected by your proposed project within the City Street right-of-way. And, to determine which type of environmental studies may be required to approve your application for an encroachment permit.

It is the applicant's responsibility for the production of all required environmental documentation and supporting studies, in some cases this may be costly and time-consuming. If possible, attach photographs of the location of the proposed project.

Please answer these questions to the best of your ability. Provide a description of any "YES" answers (type, name, number, etc.)

1. Will any existing vegetation and/or landscaping within the highway right-of-way be disturbed?
2. Are there waterways (e.g. river, creek, pond, natural pool or dry streambed) adjacent to or within the limits of the project or highway right-of-way?
3. Is the proposed project located within five miles of the coast line?
4. Will the proposed project generate construction noise levels greater than 86 dBA (e.g. jack-hammering, pile driving)?
5. Will the proposed project incorporate land from a public park, recreation area or wildlife refuge open to the public?
6. Are there any recreational trails or paths within the limits of the proposed project or highway right-of-way?
7. Will the proposed project impact any structures, buildings, rail lines, or bridges within highway right-of-way?
8. Will the proposed project impact access to any businesses or residences?
9. Will the proposed project impact any existing public utilities or public services?
10. Will the proposed project impact existing pedestrian facilities, such as sidewalks, crosswalks, or overcrossings?
11. Will new lighting be constructed within or adjacent to highway right-of-way?