



City of La Habra Heights

Public Works Division

Encroachment Permit Application

1245 No. Hacienda Road

La Habra Heights, CA 90631

Office: (562) 694-6302 Fax: (562) 690-5010

Date Stamp

INFORMATION YOU PROVIDE BELOW IS A PUBLIC RECORD

Closest Project Address:	Applicant/Contractor:		
Approximate Location:	Business Name:		
GPS Coordinates (D/D Format):	Address:		
	City:	State:	Zip:
	Phone:	State Lic.:	
Owner Name:	Address:		
Phone:	City:	State:	Zip:

☐ New

☐ Addition

☐ Repair/Replace

Description			
Est. Start Date:		Est. Completion Date:	
Walls		Sewer Connection	
☐ Retaining Type:		☐ Sewer Connection Type:	
☐ Other Wall Type:		Y or Lat Sta:	Annexation:
☐ Fence Type:		Depth:	Direction:
Miscellaneous		Nearest MH Sta:	County Permit No.:
☐ Street Obstruction	☐ Other (include detail in Description)	☐ Other Sewer Device	Type:
Encroachment			
☐ Driveway Approach Type:		Attachment Given:	☐ Yes ☐ No
☐ Excavation Length:	Width:	☒ AC Paving Length:	Width:
Standard Conditions of Approval		Encroachment Permit Fee	\$310.13
1. Traffic Control is required per CA MUTCD and/or WATCH manual.		Permit Issuance Fee	\$ 72.44
2. Please contact Public Works for final inspection at completion of work.			
3. Please contact DigAlert at 811 at least 48 working hours before you dig.			
4. Emergency Access must be provided to the site <u>at all times</u> .			
5. Owner/Contractor is fully responsible for any damage in the public right-of-way.			
6. Approved permit & plans shall be maintained on jobsite at all times.			
		TOTAL	

Acknowledgement	
I hereby acknowledge that I have read this application and the conditions of approval and agree to comply with all City requirements. If at any time the City determines a need to use this right of way area, I will be required at my own expense to remove the improvements. I hereby certify that I am properly registered and/or licensed as required by the City of La Habra Heights and the State of California to perform the work described.	
Signature of Owner/Applicant: _____	Date: _____

Office Use Only			
Permit No.: EN	Receipt No.	By	
Planning Approval By	Date	Public Works Approval By	Date
Special Approval Conditions: Please refer to the appended Addendum and comply with the Comments & Conditions as specified.			