



CITY OF TEMPLE CITY ENCROACHMENT PERMIT

PUBLIC WORKS DIVISION
9701 Las Tunas Drive – Temple City, CA 91780
(626) 285-2171

CASE NUMBER:

ENG

PERMITTEE W/O#

REVIEW DATE:

START CROSS STREET (DIST. & DIRECTION FROM SITE)	LOCATION INFORMATION (ROUTE NAME OR ADDRESS)	END CROSS STREET (DIST. & DIRECTION FROM SITE)
GPS COORDINATES OF START	GPS COORDINATES OF LOCATION	GPS COORDINATES OF END
PORTION OF RIGHT-OF-WAY (PAVEMENT, CURB, PARKWAY...)		ENCROACHMENT DAYS
SURFACE TYPE (CONCRETE, ASPHALT, EARTH...)		
DESCRIBE IN DETAIL THE WORK BEING PERFORMED IN THE RIGHT-OF-WAY. Draw on reverse or attach 2 complete sets of folded plans (folded 8.5" x 11"), and any applicable specifications, calculations, maps, etc. Provide complete dimensions.		

Applicant:		Role: ☐ Owner ☐ Agent ☐ Contractor ☐ Other
Applicant Address:		Contractor Lic. No. (If applicable)
Phone Number:	Email Address:	City Bus. Lic. No. (If applicable)

ENCROACHMENT PERMIT GENERAL CONDITIONS

- Traffic Control per attached plan and/or WATCH/CA-MUTCD Manual
- Remove all construction USA markings post-installation.
- Construction site shall provide for ADA, Pedestrians and Bicycle accessibility at all times.
- Any disturbed landscape shall be repaired/restored to match existing per Green book.
- All sidewalks, concrete and roadways shall be reconstructed per City Standards and/or per Inspector.
- All street trenches or cuts shall be repaired per "T" trench standards with edge grinds being a minimum of 1' from the outside edge of each side of trench.
- All asphalt repairs shall be a minimum of 1" deeper than the cut asphalt, but shall not be less than 4" thick.
- All excavations shall be backfilled to a minimum of 90% compaction. One sack slurry ok.
- No projected improvement (above ground) shall be closer than 18" from face of curb when placed in sidewalk or parkway. ADA clearance is 48"; may be 36" if ROW not available, get approval from City Inspector.
- Sidewalks installed shall meet or exceed ADA standards and City Standards.
- Trenching and excavations may require OSHA permits. Shoring plans are required as applicable and shall be submitted with the permit application. Utilities shall be potholed as necessary prior to excavations and/or boring.
- Original approved plans, permits, traffic control plans, conditions of approval plus any associated documents shall be onsite at all times for scheduled inspections and shall be presented to the inspector during inspection.
- Work hours are from 7:00 a.m. to 5:00 p.m., Monday thru Friday unless otherwise stated below.
- Please call for inspection (626) 285-2171 at least 24 hours prior to requested inspection. Please request an a.m. or p.m. inspection; leave name, contact#, site address, type of inspection and permit #.
- If work involves taking a lane of traffic, detour or road closure any posting of "No Parking" signs shall be placed at least 72 hours prior to commencement of work.

INDEMNITY AGREEMENT AND INSURANCE REQUIREMENTS

- *Permittee shall indemnify, defend, and hold harmless the City of Temple City, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with Permittee's authorized activities under the terms of this permit unless solely caused by the gross negligence or willful misconduct of the City of Temple City, its officers, employees, or agents.*
- *It is expressly understood and agreed between the parties to this Permit that this is an agreement and permit for access to and for certain events to occur or work to take place on the City of Temple City property. This Agreement and permit is not a construction contract or an agreement for design professional services as those terms are defined or used under Title 12 of the California Civil Code (§§ 2772 et. seq.).*
- *Permittee shall maintain and provide commercial general liability insurance, with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include coverage for contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. Any insurance proceeds available to Permittee in excess of the minimum limits and coverage set forth in this Permit and which is applicable to a given loss or claim shall be deemed by this Permit to be applicable to the City of Temple City. A certificate of insurance evidencing this coverage shall be provided to the City of Temple City prior to the start of any work under this Encroachment Permit. The City of Temple City's Risk Manager may from time to time increase the limits of the required insurance coverage. The City of Temple City is to be named as an additional insured with an endorsement in favor of the City of Temple City.*
- *Coverage provided by Permittee shall be primary and any insurance or self-insurance procured or maintained by the City of Temple City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain, or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City of Temple City before the City of Temple City's own insurance or self-insurance shall be called upon to protect it as a named insured.*
- *A severability of interests provision must apply for all additional insureds ensuring that Permittee's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.*
- *None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to the City of Temple City and approved in writing. If Permittee maintains higher limits than the minimums shown above, the City of Temple City requires and shall be entitled to coverage for the higher limits maintained by Permittee. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City of Temple City.*

Waiver of subrogation. *All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against the City, its elected or appointed officers, agents, officials, employees, and volunteers or shall specifically allow the Applicant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. The Applicant hereby waives its own right of recovery against the City and shall require similar written express waivers and insurance clauses from each of its subcontractors.*

INSURANCE CARRIER:	POLICY NO:	EXPIRATION DATE:	VERIFIED BY:
Applicant Signature:		Print Name:	Date:

INSPECTIONS AND FEES

PRE-INSPECTION BY:	PRINT NAME:	DATE:	PRE-INSPECTION :	
FEE ITEM:	QUANTITY:	RATE:		
FEE ITEM:	QUANTITY:	RATE:		
OK TO ISSUE BY:	QUANTITY:	RATE:		
FINAL INSPECTION BY:	PRINT NAME:	DATE:	TOTAL:	RECPT. #.

