



CITY OF SANTA MARIA
PUBLIC WORKS DEPARTMENT

110 S. PINE STREET • SANTA MARIA, CALIFORNIA 93458 • 805-925-0951 EXT. 2225

ROAD CLOSURE

Encroachment Permit Number: _____ Date: _____

Name of Contractor: _____

Address: _____

City/State/Zip: _____

Contact Person: _____

Mobile Number: _____ Email: _____

PROJECT INFORMATION

Full Road Closure: ☐

NOTE: Application must be submitted 10 business days prior to commencement of work.

Address/Location of Project: _____

Start Date: _____ End Date: _____

Start Time: _____ End Time: _____

Any work outside the hours of 7AM - 4PM requires overtime/night work inspection rates.

DESCRIPTION OF WORK: *(Please include large pieces of equipment that will be used.)*

APPLICATION CHECKLIST

- ☐ Site map showing location and pertinent details.
- ☐ City approved Traffic Control Plan.



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IMPORTANT INFORMATION

1. Any closure outside the timeframe requested is not permitted.
2. The applicant must already have an issued encroachment permit.
3. The applicant shall use the approved traffic control plans that were submitted with the encroachment permit application.
4. The applicant is responsible for maintaining the work zone and jobsite in a safe manner.
5. Requests for road closures must be submitted no fewer than 10 business days in advance and will not be considered without prior approved traffic control plans.
6. The applicant is responsible for notifying adjacent property owners 72 hours prior to the closure and shall maintain access to all sidewalks and driveways.
7. The applicant shall protect existing utilities, storm drains, public right-of-way and structures from damage and shall be responsible for any repairs required as a result of the applicants' actions, omissions or negligence.

For jobsite questions, contact: Assigned Public Works Inspector

For traffic control plan revisions, contact: Zoe Glick, zglick@cityofsantamaria.org

For date revisions, contact: encroachment@cityofsantamaria.org