



ENCROACHMENT PERMIT APPLICATION

PERMIT NO. _____
DATE _____

CITY OF MARYSVILLE
526 C STREET
MARYSVILLE, CA 95901
PHONE: 530-749-3904

Location of Work: _____

Applicant: _____ Address: _____

Description: _____

Excavate In: ☐ Street ☐ Sidewalk ☐ Curb ☐ Gutter ☐ Other _____

Install In: ☐ Street ☐ Sidewalk ☐ Curb ☐ Gutter ☐ Other _____

Other: _____

GENERAL INFORMATION

Starting Date: _____

Completion Date: _____

Street Cut Estimate: _____ L F

Construction Cost: _____

Contractor: _____

Address: _____

Telephone No.: _____

Contractor's License No.: _____

City Business License No.: _____

Liability Insurance: _____

Performance Bond: _____

DIAGRAM OR ATTACH PLANS

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I hereby acknowledge that I have read this application and state that the above is correct and agree to comply with the current City of Marysville specifications and details, City ordinances and requirements, and the rules and regulations applicable to this permit.

(Read "General Provisions" on reverse of "Applicant's" copy before signing.)

SIGNATURE

DATE

(FOR OFFICIAL USE ONLY)

FEES

Permit Fee \$ _____

Inspection/Processing Fee \$ _____

Street Cut Resurfacing Fee \$ _____

(_____ Sq. Ft. x \$ _____)

Other \$ _____

\$ _____

TOTAL FEES \$ _____

RECEIPT NO.: _____

INSPECTION

Inspected By: _____

Date: _____

Comments: _____

Work Accepted By: _____ Date: _____

THE REQUESTED PERMIT IS HEREBY GRANTED AS CONDITIONED

Special Conditions: _____

Permit Expires: _____ Permit Extended to: _____

Permit Granted By: _____ Date: _____

GENERAL PROVISIONS

1. **VALIDATION** — This permit is not valid unless signed by the Director of Community Development and Services or his authorized representative.
2. **REVOCATION** — This permit is non-transferable and is void if work is not completed prior to expiration date. An extension may be granted if such extension is requested forty-eight (48) hours before the permit expires.
3. **ACCEPTANCE OF PROVISIONS** — It is understood and agreed by the permittee that the doing of any work under the permit shall constitute an acceptance of the provisions.
4. **KEEP PERMITS ON JOBSITE** — This permit shall be kept on the jobsite and must be shown to any representative of the Community Development and Services Department.
5. **INSPECTION AND APPROVAL** — A minimum of **twenty-four (24) hours notice** shall be required prior to placing any backfill, connection to any existing facility, or the placement of any concrete or paving work. Inspection shall not be deemed a waiver on the part of the City of the right to demand correction of defects discovered at a subsequent date. Before beginning clearing, grubbing and earthwork activities perform a survey to determine the elevations of the original ground. Survey the original ground under the existing bridge every 50 feet along both edge of decks. Survey the ground along the "F" Line from the east shore of the Feather River to station 42+50 on the "F" Line. Survey the ground every 50 feet, 40 feet to the left and right of the "F" Line. Submit the survey within 2 weeks of completion. Before final inspection resurvey the areas above. The elevations after constructions must be within 0.25 feet of the original ground unless shown otherwise.
6. **STANDARD SPECIFICATIONS** — All work shall conform to the City of Marysville standard specifications and the State of California Standard Specifications.
7. **MINIMUM INTERFERENCE WITH THE PROTECTION OF TRAFFIC** — All work shall be planned and carried out so there will be the least possible inconvenience to the traveling public. Placing of lights, barricades, warning signs and other safety devices required for public safety shall be the responsibility of the permittee. All safety provisions and devices shall conform to the requirements of Chapter 5 of the State of California Traffic Manual.
8. **FAILURE TO COMPLY WITH GENERAL PROVISIONS** — The permittee agrees to reimburse the City for performing all work and furnishing all material to correct any failure to comply with these provisions, as well as all applicable City ordinances and standards and specifications currently in effect.
9. **NOTIFICATION OF UTILITY COMPANY** — The permittee shall notify utility companies forty-eight (48) hours prior to beginning any construction which may involve underground or overhead facilities and will pay all expenses for any removal or relocation necessary. Valves on water mains may not be turned off without permission of the utility company involved.
10. **NOTIFICATION OF POLICE, FIRE AND PUBLIC WORKS DEPARTMENTS** — When streets are to be blocked, the Police, Fire, and Community Development and Services Departments are to be notified each day the street is to be blocked and/or when traffic is delayed or hindered. Access to fire hydrants shall be maintained at all times. Streets will not be closed without prior approval of the Public Works Director or his authorized representative.
11. **CLEANUP OF JOBSITE** — The permittee will remove all refuse material from the jobsite within three (3) days after completion of the work. **Keep the job site neat. In areas visible to the public:** If practicable, dispose of debris removed during clearing and grubbing concurrently with its removal. If stockpiling is necessary, dispose of debris weekly, furnish trash bins for construction debris, place the debris in trash bins daily, for falsework to be reused, stack the forms neatly and concurrently with their removal. **Before final inspection**, leave the job site neat and presentable and dispose of rubbish, excess materials, falsework, temporary structures, equipment.
12. **DELINQUENT BILLS** — Failure to pay any delinquent bill accrued under any previous permit issued by the Community Development and Services Department will be cause for rendering the applicant ineligible for any other permit from the Community Development and Services Department until such bill is paid.
13. **MEETING EXISTING IMPROVEMENT** — **Preserve and Protect:** Highway improvements and facilities, adjacent property, waterways, ESAs, Lands administered by other agencies, Roadside vegetation not to be removed, Railroads and railroad equipment, Nonhighway facilities, including utilities, Survey monuments, Department's instrumentation, Temporary work. Immediately report damage to the Engineer. If you cause damage, you are responsible.
14. **INDEMNIFICATION** — Applicant agrees that if this application is granted, applicant shall indemnify, defend and hold harmless the City, its officers agents and employees against any and all liability, claims, actions, causes of action or demands, whatsoever against them, or any of them, before administrative, quasi-judicial, or judicial tribunals of any kind whatsoever, arising out of, connected with, or caused by applicant's placement, erection, use (by applicant or any other person or entity) or maintenance of said encroachment. The applicant agrees to maintain the aforesaid encroachment during the life of said encroachment or until such time that this permit is revoked.

- 15. RESTORATION** --- Applicant further agrees that upon the expiration of the permit for which this application is made, if granted or upon the revocation thereof by the City Engineer, applicant will at his/her own cost and expense remove the same from the public property or right of way where the same is located, and restore said public property or right of way to the condition as nearly as that in which it was before placing, erection, use, maintenance or existence of said encroachment.

TO THE PERMITTEE

To provide a more efficient and economical inspection service for Encroachment Permit Construction, we are asking that the following procedure be followed by all permittees when work authorized by the permit will be required by the City.

1. Notify the Community Development and Services Department at least **forty-eight (48) hours** prior to the start of the work.
2. Discuss with the Inspector any unusual or difficult features of the construction.
3. Notify the Inspector one day in advance to cancel a scheduled inspection or to request an additional or earlier inspection.
4. Notify the Inspector upon completion of construction (530) 749-3902.

INSPECTION SCHEDULE

Listed below are several types of construction and points at which inspection must be made prior to continuing construction operations. Unauthorized continuance of construction beyond an inspection point may result in rejection of all work.

CONCRETE

1. Grade and excavation before forming.
2. Forms before placement of concrete.
3. Cleanup and final approval.

PIPE LAYING

1. Excavation and bedding
2. Pipe laying.
3. Backfill (compaction test may be required)
4. Final approval

TRENCHING

1. Prior to backfill
2. Prior to placing concrete cap.
3. Prior to and after paving.