



Encroachment Permit

- Paid (Attach Receipt)
- Exempt
- TRAFFIC CONTROL REQUIRED (Contact Emergency Services)

P.O. Box 787 ♦ 938 Fresno Street ♦ Newman, CA, 95360

www.cityofnewman.com

Phone/ (209) 862-3725 Fax/ (209) 862-3199

APPLICATION

Please Note: (Please allow three (3) working days to process this application. Upon City approval, you will have the right to perform work in the city right-of-way.)

Application Date: _____ **Permit No:** _____ **Expiration Date:** _____

Description of work to be performed: _____

- Permit Purpose:**
- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Install | <input type="checkbox"/> Repair | <input type="checkbox"/> Replace | <input type="checkbox"/> Abandon |
| Permit Type: <input type="checkbox"/> Curb Cut/ Excavation/ Trenching | <input type="checkbox"/> Sewer Connection | <input type="checkbox"/> Street Cut/ Excavation/ Trenching | <input type="checkbox"/> Tree Work |
| <input type="checkbox"/> Driveway Approach | <input type="checkbox"/> Street Painting | <input type="checkbox"/> Water Connection | <input type="checkbox"/> Install Monitoring Well |
| <input type="checkbox"/> Street Painting | | | |
| <input type="checkbox"/> Additional Inspections | | | |
| <input type="checkbox"/> Other: _____ | | | |

Work scheduled to begin on: _____ **and completed by:** _____

Job Location / Address: _____

PROPERTY OWNER'S INFORMATION

Name: _____ **Phone:** _____

Address: _____ **Fax:** _____

Mailing Address if different from above: _____

Business Name: _____ **Phone:** _____

Contact: _____ **Fax:** _____

Address: _____

Mailing Address if different from above: _____

State Contractor's License No.: _____ **Class:** _____ **Exp. Date:** _____

Workers Comp. Policy No.: _____ **Carrier:** _____

City Business License No.: _____

CONTRACTOR'S INFORMATION

NOTES: _____

Outcome _____ **By:** _____ **Date:** _____



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APPLICANT'S AGREEMENT
(PLEASE REVIEW AND SIGN BELOW)

The contractor is required to submit to the City a certificate of liability insurance with at least \$1,000,000 in coverage (per occurrence) and an Endorsement to your policy naming the City of Newman (including its officers, agents, and employees) as additional insured. An ISO Form CG2010 is **REQUIRED** along with the certificate. In addition to the insurance requirement, the contract must post a bond with the City of Newman if monitoring wells are being installed in the City right-of-way. The bonds must be valid for the monitoring wells are in service.

The applicant shall prepare traffic control plans and follow traffic control procedures in accordance with Caltrans Manual for projects, which require work in public right-of-ways.

The applicant further agrees that he or she shall take all necessary safety precautions reasonably required in performing any work pursuant to any permit granted by the City of Newman, and specifically agrees to comply with any and all safety standards and rules that have been established by the State of California or the Federal Government.

The applicant further agrees that in consideration of the granting of any permit issued pursuant to this application that he shall indemnify and hold the City of Newman harmless from any and all liability for damages resulting from the negligence of the applicant, its agents, employees, subcontractors, or assigns, including damages, fees of attorneys, and other expenses which the City of Newman may sustain or incur as a consequence of the negligence of the applicant, its agents, employees, subcontractors or assigns.

This permit is only valid for the party named above for the specific scope of work listed above. Applicant must contact the Newman Building Department at (209) 862-1506 to obtain the appropriate permits(s) for any work on private property. This permit is valid for 30 days from the date of Public Works Approval. Work may not commence until all conditions of approval have been satisfied.

Inspections by Public Works staff will be billed at the corresponding fee per inspection and require a 24-hour notice. The cost for inspections by the City's Engineer will be billed to the applicant and require a 48-hour notice. **Any jobs that encroach on a city street, including partial blockage or closure of streets, will require a traffic control plan and a designated date work will begin.**

***Please note: Due to Phase II storm water regulations, all contractors are required to supply wash out stations for cement or gunite materials being used at all job sites.**

A pre-inspection walk thru may be scheduled with the contractor and the Public Works Inspector prior to work beginning.

Should you have any questions, contact Public Works at (209) 862-4448.

Signature

Date

Signature of Contractor

Date



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TO BE COMPLETED BY CITY PERSONNEL

CONDITIONS OF CITY APPROVAL

1. Call Underground Service Alert (U.S.A.) @ 1-800-642-2444 at least 48 hours **BEFORE** digging in City right-of-way.
2. Shoring is required for trenches 5 ft. or deeper.
3. All work, including Compaction, shall be completed to City standards.
4. Any damage to public or private property or any damage to facilities in public right-of-way is the responsibility of the contractor to correct.
5. If the scope of work results in any significant impact to existing homes or businesses, the contractor may be required to pass out fliers to that effect.
6. A Pre-Construction meeting may be needed as determined by Public Works.
Is a pre-construction meeting needed? Yes No
7. If any water is needed from the city fire hydrants, a Hydrant Use Permit is required.
8. All work performed under this permit shall comply with the Phase II Storm Water Regulations and the City's storm water ordinance, including concrete washout area.
9. Upon approval of this application, **the Fee, which will be calculated is due before** work may be commenced.
10. **Is a traffic control plan needed?** (Any jobs that encroach on a city street, including partial blockage or closure of streets, will require a traffic control plan and a designated date work will begin. Upon approval of encroachment permits, emergency services shall be notified and given the date work will begin.) Yes No
11. **Is the property free and clear of easements?** Yes No
12. Other: _____

Pre-Construction Meeting Completed

- Perfecto Millan, P.W. Superintendent _____ Date _____
- Kathryn Reyes, P.W. Director _____ Date _____