ENCROACHMENT PERMIT

County of Butte Department of Public Works
7 County Center Drive Oroville, CA 95965
Phone: (530) 538-7681 Fax: (530) 645-1822

All information except signature must be typed or legibly printed

NOTIFY COUNTY 24 HOURS BEFORE WORK IS TO BE STARTED

Permit #:

PROPERTY OWNER

Assessor's Parcel Number (Required):

Property Owner's Name:

Phone:

Property Address:

Mailing Address (If Different):

WORK PERFORMED BY

Work will be performed by: ☐ Contractor ☐ Property Owner

Contractor's Name:

Phone:

Address:

Fax:

Contractor's License Number:

Certificate of Insurance currently on file with Department? ☐ Yes ☐ No

Applicant is: ☐ Property Owner ☐ Property Owner's Agent ☐ Contractor ☐ Other: _____

I / WE, the undersigned, hereby apply to the County of Butte for an encroachment permit to do the following work under or over the County roads and highways, all in accordance with County ordinances and general laws.

Signature:

Date Signed:

LOCATION

Road affected:

Time and Duration of Encroachment: ☐ Permanent Encroachment ☐ Temporary: From _____ To _____

Type of Encroachment: ☐ Driveway ☐ Roadway ☐ Culvert ☐ Fence ☐ Pipe/Pipeline ☐ Sign/Billboard ☐ Other _____

Site Plans Attached: ☐ Yes ☐ No

PERMIT CONDITIONS

(To be filled in by County)

PERMIT IS: ☐ **GRANTED** ☐ **DENIED**

Conditions: In compliance with the above request, and subject to all terms, conditions (including those on page 2 of this permit form) and special conditions written below, permission is hereby granted.

1. ☐ Underground Service Alert (U.S.A.) must be notified two working days prior to any excavation. 800-227-2600

2. ☐ All work shall conform to accompanying: ☐ Detail ☐ Plans ☐ Special Conditions

3. ☐ Other Conditions:

Date Issued:		Expiration Date:		Surety:
Date Paid:	Amount Paid:	Paid By:	Check No:	Receipt No.:

Mike Crump, Director of Public Works

By:

For County Use Only

Road District:

Inspected By:

Inspection Results: ☐ Completed - OK ☐ Completed – Not OK ☐ Additional Comments Attached

Comments:

Note: If permits are faxed to any number besides (530) 645-1822, they can be delayed up to one week.

Form: 200506EP

GENERAL CONDITIONS

1. It is understood and agreed that the County has prior right to the use of its rights of way. It is further understood and agreed by the Permittee that the doing of any work under this permit shall constitute an acceptance of all the provisions contained herein and failure on the Permittee's part to comply with any provision will be cause for revocation of this permit. Except as otherwise provided for public agencies and franchise holders, this permit is revocable at any time. This permit is to be on the job site at all times while the work is being done. (County Code Chapter 10-75, Article VI, 10-75 to 10-99)

2. All work shall be done subject to the supervision of and to the satisfaction of the Public Works Department of the County of Butte. The Permittee shall, at all times, during the progress of the work, keep the County Highway in as neat and clean a condition as is possible and upon completion of the work granted herein, shall leave the County Highway in a thoroughly neat, clean, and usable condition. Best Management Practices (BMP's) shall conform to Caltrans Construction Site BMP Manual March 2003 for sediment and erosion control. BMP's will be used and maintained during and after construction to prevent any sediment or other construction related pollutants from leaving the job site and entering the county right-of-way or a drainage structure. For more information on BMP's go to http://www.dot.ca.gov/hq/construc/stormwater/CSBMPM_303_Final.pdf. All costs incurred by Butte County Public Works from the encroachment permit holder's failure to keep the roadway or drainage structures clean during and after construction activities will be billed to and become the responsibility of the property owner. A building permit will not be finaled until all conditions are met to the satisfaction of the Butte County Public Works Department.

3. The Permittee agrees by the acceptance of this permit to properly maintain any encroachment placed by the Permittee on any part of the County Highway and to immediately repair any damage to any portion of the highway, which occurs as a result of the encroachment, until such time as the Permittee may be relieved of the responsibility of such encroachment by the County Department of Public Works.

4. It is further agreed by the Permittee that whenever construction, reconstruction, or maintenance work upon the highway may require the installation provided herein shall, upon request of the County Department of Public Works, be immediately moved by and at the sole expense of the Permittee.

5. No material used for fill or backfill in the construction of the encroachment shall be borrowed or taken from within the County right-of-way.

6. At least one lane of any public road, under the jurisdiction of the Board of Supervisors of Butte County, and other public roads junctioning or intersecting therewith, shall be kept open for travel by the general public at all times. No public road under the jurisdiction of the Board shall be closed to travel by the general public without special permission, in writing, from the Board of Supervisors.

7. The Permittee, by the acceptance of this permit, shall assume full responsibility for all liability for personal injury or damage to property which may arise out of the work herein permitted or which may arise out of the failure on the part of the Permittee to do the work provided for under this permit In the event any claim of such liability is made against the County of Butte or any department, official, or employee thereof, the Permittee shall defend, indemnify, and hold them and each of them harmless for such claim,

8. All excavations shall be backfilled and compacted immediately after work therein has been completed. Trenches shall not be left open farther than three hundred feet (300') in advance of pipe laying operations or two hundred feet (200') to the rear thereof, unless otherwise permitted by the County Engineer. Unless otherwise permitted under the Special Conditions, backfill shall be placed and mechanically compacted in such a manner that the relative compaction throughout the entire fill within the County road right-of-way shall conform to the percentage of compaction as stated below. Permittee shall notify County Public Works Inspector twenty four hours (24) before backfilling and/or paving.

a. The relative compaction from the bottom of excavation to a plane five feet (5') below finish surface grades shall be no less than ninety percent (90%) as determined by Test Method No. Calif. 216-C of the Materials and Research Department, State of California, Transportation Department, Division of Highways, or other approved test method.

b. The relative compaction from a plane five feet (5') below the finish surface grade to said finish surface grade shall be no less than ninety-five percent (95%) as determined by the above testing method. Permittee shall bear all costs and responsibility for compaction tests. Material for use as trench backfill in any existing or proposed roadway section shall be sand, shall be placed in eight inch (8") lifts, and be compacted to a relative compaction of not less than ninety-five percent (95%).

c. Material for use as backfill in roadside gutter excavations shall be the native material and be compacted to a relative compaction of not less than ninety percent (90%).

d. Any pavement cutting shall be scored, or saw cut before trenching.

e. Minimum depth of cover over all underground facilities shall be thirty inches (30"), except drainage culverts.

f. All installations, parallel with roadway, shall be placed as close to the right-of-way line as possible. No portion of the backfill(s) shall be compacted by ponding or jetting.

g. All pavements, curbs, gutters, sidewalks, borrow ditches, pipes, headwalls, road signs, trees, shrubbery, and/or other permanent road facilities impaired by or as a result of construction operations at the construction site(s), or at other ground(s) occupied by materials and/or equipment, shall be restored immediately upon backfilling or the excavation to the original grades and cross sections, and to a condition as good as, or better than, existed prior to the construction.

h. All surfacing materials of roadways and driveway approaches cut or damaged by or as a result of construction operations, shall be replaced within ONE WEEK (7 Days) following the backfilling of excavation, weather permitting, with compacted layers of surfacing materials at least as thick as the existing, and not less than two inches (2") of asphalt concrete over eight inches (8") of aggregate base, according to current California State Specifications.

9. Whenever necessary to secure permission from abutting property owners, such authority must be secured by the Permittee prior to starting work.

10. The future safety and convenience of the traveling public shall be given every consideration in the location and type of construction. Permittee shall cause to be placed, erected, and maintained all warning signals, lights, barricades, signs, and other devices or measures essential to safeguard travel by the general public over and at the site of work authorized herein.

11. If the construction work covered by this permit is to be done by a private contractor hired by the applicant, applicant shall notify contractor as to the special conditions and requirements contained herein.