



Public Works Agency
P.O. Box 1070
Willows, CA 95988
Telephone (530) 934-6530
Fax (530) 934-6533

Permit No: _____
Date Received: _____

APPLICATION FOR ENCROACHMENT PERMIT

Residential **Commercial**

I, WE, the undersigned, hereby apply to the County of Glenn for an Encroachment Permit to do the following work within the County Right of Way in accordance with county ordinances and general laws.

Permittee: _____
 Address: _____

Contact: _____
 Phone: _____

City, State Zip: _____

Fax no: _____

Signature: _____

Date Applied: _____

TYPE OF WORK PROPOSED TO BE DONE IN RIGHT OF WAY

_____ Driveway (_____ Permanent _____ Temporary or _____ Natural Gas) _____ Curb & Gutter
 _____ Utilities (_____ Electrical _____ Natural Gas _____ Telephone) _____ Geophysical _____ Other (Explain Below)

DESCRIPTION OF PROPOSED WORK

JOB SITE LOCATION (Include nearest cross street) **Assessor Parcel Number(s) (APN)** _____

Do not write below this line	To Be filled out by County
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PERMIT GRANTED

In compliance with your above request, and subject to all terms, conditions, or special conditions written below or attached to this form, permission is hereby granted. General Conditions and Glenn County Standard Drawings are attached. Please read carefully. You are responsible for compliance with these Conditions.

Date Permit Issued _____ and is null and void after _____ Permit Fee: _____

Please see additional instructions and/or conditions attached Receipt No: _____

No Requirements

 Signature of approving Public Works Official

Title: _____

GLENN COUNTY PUBLIC WORKS ENCROACHMENT PERMIT GENERAL CONDITIONS

Please read these Conditions carefully, you are responsible for compliance with these Conditions.

1. All work under this permit MUST be inspected - - call (530) 934-6530 48 hours prior to start of work.
2. Public Utilities and Public Agencies are hereby advised that, pursuant to Section 1463 of the California Streets and Highway Code, in the event future improvement of the highway necessitates the relocation of the encroachment herein authorized, the permittee shall relocate same at his own expense.
3. All permittees other than Public Utilities or Public Agencies are hereby advised that the encroachment herein authorized (except street improvements constructed in accordance with approved plan) is revocable on five days notice in accordance with Section 1463 of the California Streets and Highways Code.
4. The permittee agrees to save, indemnify and hold harmless the County of Glenn or its representatives from all liabilities imposed by law by reason of injuries to or death of any person or persons or damage to property which may arise out of the work covered by this permit and does hereby agree to defend the County in any claim or action asserting such liability.
5. Accepting this permit or starting any work hereunder, shall constitute acceptance and agreement to all of the conciliations and requirements of this permit and ordinances, laws and specifications authorizing issuance of such permit.
6. This permit shall be kept at the site at all times that work is being performed.
7. This permit shall, in all respects, be subject to and governed by the provisions of Chapter 5.5; commencing with Section 1450 Division 2 of the Streets and Highways Code of the State of California, except where expressly superseded by more stringent County Ordinances of provisions contained here in.
8. Permittee agrees to notify the County within five (5) days after completion of all work authorized under this permit, and shall obtain final approval and acceptance of work from the Department of Public Works.
9. Permittee shall maintain the improvement constructed or made pursuant to this permit in good and safe condition for as long as permittee owns or controls the improvement.
10. For underground pipelines and utilities at all locations, the length of trench open at any one time shall not exceed that in which the line can be laid and the trench back filled in one day, and the amount of line stored at any one location within the County right of way shall not exceed that which can be laid in one day. Trench backfill material and/or excavated material from the trench shall not be stockpiled within the county right of way in excess of that which can be used within the same working day. No material from excavation or construction materials shall be stockpiled within the existing roadway paved areas. Temporary paving of a minimum thickness of 1 ½" of cold mix pavement shall be placed within 24 hours after completion of the backfill operations.
11. Driveway access to private property shall be maintained at all times.
12. The rights granted permittee under this permit are limited to those possessed by the County and the County does not warrant it has adequate rights for the intended use.
13. No Permit to excavate shall be valid unless the applicant has been provided an inquiry identification number by a "Regional Notification Center" pursuant to Section 4216 & 4217 of the Government Code.
14. Permittee is responsible for obtaining all required permits, approvals and/or easements.
15. Permittee shall be responsible for the protection of existing facilities within the County maintained road right of way, whether said facilities are public utilities or private, and assumes sole responsibility and liability if said facilities are damaged by the placing and/or operation of Permittee's system and/or improvements.
16. If Permittee damages any existing facility, Permittee shall immediately notify the owner of the facility as to the extent of the damage and the location.
17. The County Engineer, or his agent, may temporarily suspend Permittee's operation within the Maintained Road Right of Way when it is determined that Permittee's operation has or will be detrimental to the Maintained Road Right of Way.
18. The Permittee agrees by the acceptance of this permit to property maintain any encroachment placed by the Permittee on any part of the County Highway and to immediately repair any injury 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 of the County Department of Public Works.
19. 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.
20. Whenever necessary to secure permission from abutting property owners, such authority must be secured by the Permittee prior to starting work.
21. If the construction work covered by this permit is to be done by a private contractor hired by the applicant, the applicant shall notify contractor as to the special conditions and requirements herein.
22. Permittee agrees to place all necessary barricades, and/or other devices to protect traffic at all times in accordance with the latest edition of the State of California, Department of Transportation Standard Specifications and Standard Plans. Traffic to be permitted to pass at all times unless otherwise specified. One-way traffic may be maintained, in the area of work only, during daylight hours. Two-way traffic shall be maintained at all times during hours of darkness and where practicable during daylight hours.