



City of Gridley

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Application No. _____

Encroachment Permit

Public Works Department

Application for

Applicant		Property	
Name		APN	
Company		Owner	
Address		Address	
City	State	City	State
Zip		Zip	
Phone 1		Phone 1	
Phone 2		Phone 2	
E-mail		E-mail	
Contractor's License			
Contractor's Business Licesne			

Check List

- Completed and signed application
- Attach plans, if possible
- Evidence of liability insurance shall be posted with application
- Contractors must have City of Gridley business license
- Other regulations apply, please see Page 2
- Permit expires in 60 days if work is not commenced

Office Use

Date Received _____

Reviewed By _____

Approval By _____

Date _____

Building Permit No. _____

Project Information

Application is hereby made to:

1. Excavate in: Street Sidewalk Curb Gutter

 Other

2. Install: Driveway Sidewalk Curb and Gutter

 Other

Estimated Date of Encroachment Estimated Date of Completion

Description of Proposed Work

Applicant Signature

Signature _____ Date _____

Encroachment Permit

Regulations

Public Works Department

Regulations

1. Application may be made by an Owner or Contractor. All work in public right-of-way must be performed by a licensed Contractor. Contractors must have a City of Gridley business license. 
2. At least 48 hours before excavating, the Applicant shall notify Underground Service Alert (800-642-2444) of the proposed work and request utility location service.
3. Public safety and convenience within the work area shall be the sole responsibility of the Applicant. Work shall be scheduled to cause as little inconvenience as possible to the public and to property owners in the work area. The Applicant shall provide all necessary flagmen, signs, barricades and warning lights to route public traffic safely through or around the work.
4. All trenching and backfilling shall be performed in conformance with CAL-OSHA regulations.
5. Evidence of liability insurance in a minimum amount of \$300,000 shall be posted with each application for an Encroachment Permit.
6. All paving to be removed shall be cut to neat, straight lines with a concrete saw or other City approved suitable equipment. Curb, gutter and sidewalk shall be removed and replaced in complete sections between existing expansion joints.
7. All backfill shall be compacted to 90% relative density, and Aggregate Base shall be compacted to 95% relative density. All trenches within the City right-of-way shall be backfilled with Aggregate Base, unless otherwise approved in advance by the Director of Public Works.
8. All excavations shall be backfilled at the end of each work day, and temporary paving placed to a minimum thickness of one-inch in all paved areas. Temporary paving shall be maintained in a smooth condition until permanent paving is placed.
9. All work within City right-of-way shall be done in conformance with applicable Gridley Public Works Construction Standards.
10. The street shall be kept free of dust and debris during the work, and shall be left in a neat, clean condition when the work is completed.