



# ENCROACHMENT PERMIT APPLICATION

Required To Be Submitted For Any Work Within A District Easement  
Or To Access/Modify A District MH/Main/Structure

## PROJECT INFORMATION

Date Submitted \_\_\_\_\_

Project Name \_\_\_\_\_

Site Addresses/Location/Limits \_\_\_\_\_

City \_\_\_\_\_ ZIP \_\_\_\_\_

Client/Owner \_\_\_\_\_ Job Ref. No. \_\_\_\_\_

Contractor Co./Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

License No. \_\_\_\_\_ License Class: \*  A,  B,  C21,  C34,  C36,  C36 & C12,  C42,  \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Contact Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

Manager Name \_\_\_\_\_ Phone \_\_\_\_\_

Manager Email \_\_\_\_\_ Cell Phone \_\_\_\_\_

## TYPE OF WORK (Check all that apply)

- Work on District MH(s)/Mains
- Pre-CCTV/Video Pipe Inspection
- Post-CCTV/Video Pipe Inspection
- Work in District Easement (describe)
- Bore Crossing (indicate type below)
- PG&E Gas Crossbore
- Utility Locating (Pothole)
- Work Near District Force Main (describe)
- Other/Additional Info:

## PURPOSE OF WORK (Please include a detailed description of the work, this shall include but not limited to, the work necessitating CCTV inspections)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ANSWER THE FOLLOWING QUESTIONS:

- Do you have a City Business License where the work will occur? .....  Yes  No
- Is work in a public ROW? City Encroachment/TC Permit No. \_\_\_\_\_  Yes  No  N/A
- Target date to start: \_\_\_\_\_ Duration: \_\_\_\_\_

## STANDARD REQUIREMENTS & RESTRICTIONS

- Submit maps or plans showing locations & limits of work.  District reviewer confirms submittal of maps/plans
- Notify District of work as follows: Min. of 2 working days prior to starting or resuming work; Min. 1 week if coordinating with District crew; When work is completed; When permit should be closed & deposit refunded.
- Only District crews may perform Hydrojetting/Flushing of District sewer mains.** Contractor shall notify the District of need for District crew, coordinate work with the District and provide all traffic control for District crews and equipment. Contractor must sign a Work Order if no T&M deposit has been paid. Note that District crew availability varies and may take up to 1 week after request before they can be on-site.

\* Excavation ≥ 5' deep &/or construction work in public ROW requires A, C34, C42, or C36 with C12 licensure.

I hereby certify that to the best of my knowledge the above information is true and correct, and agree to pay the required fees as determined by the District. I understand and will comply with the District's requirements and restrictions.

Applicant: (Signature) \_\_\_\_\_

Date: \_\_\_\_\_