



PERMIT NUMBER: _____

CITY OF MANTECA

ENCROACHMENT PERMIT FORM

Mailing Address:
1001 W. Center St., Suite. E
Manteca, CA 95337

Phone : (209) 456-8580
Email : mserrano@ci.manteca.ca.us

COMPLETE ITEMS 1 THORUGH 5 AND WRITE INITIALS ON PAGE 2

1. PROJECT INFORMATION

Project Name : _____
Address or APN : _____
Project Location : _____

2. PERMITTEE INFORMATION

Contractor Name : _____
Phone : _____
E-mail : _____
License Number : _____
Work Allowed Under License: _____
Business Address : _____

3. SCOPE OF WORK

4. WORK DETAILS

Tentative Start Date _____
Tentative End Date _____
Total Working days requested _____
Closure Requested (dates) _____
 TRENCH
 Total Length(s) (ft): _____
 Maximum Depth(s) (ft): _____
 CURB/GUTTER/SIDEWALK REPAIR
 Total Repair Length (ft): _____

5. PERMITTEE'S SIGNATURE

Please read this permit carefully. Keep at the work site. **To arrange for an inspection**, call (209) 608-8894 or (209) 923-0528 at least 48 hours prior to construction.

This permit is to be strictly construed and no work, other than that specifically mentioned in this permit, is hereby authorized.

X _____
PERMITTEE'S SIGNATURE **DATE**

A. FOR CITY USE ONLY

	APPROVED (Yes/No)
License	_____
Insurance	_____
Traffic Control Plan	_____
Monument Preservation	_____
Moratorium	_____
General Provisions/City Notes	_____
Microsurfacing/Cape Seal Required?	_____
Fee Required \$ _____	_____

ENGINEERING DEPT.

X _____
RECOMMENDED FOR APPROVAL **DATE**

WORK COMPLETED

X _____
INSPECTOR **DATE**

Permit Not Valid Unless Executed by the City Engineer or an authorized agent.

NOTES

GENERAL PROVISIONS

(Please Initial this Page)

1. All construction shall conform to the requirements of Section 12 of the Manteca Municipal code and the City of Manteca Standard Plans and Specifications and the current edition of the California Department of Transportation Standard specifications.
2. Traffic Control shall conform to the provisions of Section 12.04.110 of the Municipal Code. Streets shall not be closed to traffic unless otherwise authorized by this permit.
3. The permittee shall be responsible to notify and obtain necessary permits from all utility companies and other agencies.
4. Trench safety has not been checked and is not implied with this permit. For permit to excavate contact:

California Division of Industrial Safety
31 E. Channel Street
Stockton, CA 95202
Phone: (209) 948-7762
5. Upon demand, the permittee shall provide test results showing that compaction and/or material requirements have been met. Compliance shall be certified by a testing laboratory acceptable to the Director of Public Works.
6. Any pavement section which is removed or damaged shall be replaced with a minimum of 2 ½” asphalt concrete and 6” aggregate base, but in no case shall the replacement be less than the existing structural section.
7. Permittee agrees to repair, in a manner satisfactory to the City of Manteca, any damage caused to the streets.
8. The permittee shall clean up the job site within three (3) days of completion of work.
9. If the provisions of this permit are not complied with, the City reserves the right to do any and all work necessary to bring the street to an acceptable condition. The cost of this work will be charged to the permittee.
10. In the event future improvement of the streets necessitates relocation of this encroachment, the permittee will relocate same at their sole expense within five (5) working days upon receiving written notice from the City.
11. The permittee agrees by the acceptance of this permit to exercise reasonable care to properly maintain any encroachment placed.
12. Liability for Damages: The permittee is responsible and liable for personal injury or property damage which may arise out of the work herein permitted or which may arise out of failure on the permittee’s part to perform their obligation under this permit in respect to maintenance. If any claim for such injury or damage is made against the City of Manteca or any department, office, or employee thereof, permittee shall defend, indemnify, and hold them and each of them harmless from such claim.
13. Trenches shall not be left open overnight without prior written approval.
14. It shall be the permittee’s responsibility to contact the Construction Inspector, prior to beginning work, to determine at which points, during the construction, inspections must be called for prior to continuing with the work.
15. A certificate of insurance shall be require for general and automobile liability in the amount of \$1,000,000/each naming THE CITY OF MANTECA, ELECTED OFFICIALS, EMPLOYEES, AGENTS, AND VOLUNTEERS AS INSUREDS. The certificates of insurance shall be on City provided forms as prescribed in Appendix A, City of Manteca Insurance Requirements for Contractors.
16. New service connections shall conform to the City of Manteca Standard Specifications Section 99 and City of Manteca Standard Details.
17. Contractor shall have all restoration finished and all Traffic Control Devices (TCD) properly removed within two weeks after work is completed, or before the Tentative End Date, whichever comes first. In the event that restoration and TCD removal is incomplete within the before mentioned timing, the Contractor shall re-apply for an extension with a revised encroachment permit, traffic control plan, and additional fees for the extended duration.

Permittee’s Initials: _____