

Refundable Bond \$ _____ posted	Date _____
Fee \$ _____ paid	Estimated Cost \$ _____
Receipt # _____	

**City of Monte Sereno
Application for Encroachment Permit**

The undersigned hereby applies to the City of Monte Sereno for an Encroachment Permit under the terms of Chapter 3, of Title 8, of the Monte Sereno City Code to do the following:

Name of Street or other Public Property: _____

Name and Location of Encroachment: (Attach plan or sketch as required.)

For **Emergency Repair** Contact: _____ Phone # (_____) _____

Worker's Compensation Certificate

I, the undersigned, certify that I am familiar with California Labor Code Section 3700 and 3600 covering Worker's Compensation Insurance and the certification of insurance or a consent to self-insure for Worker's Compensation Insurance as condition to the issuance of a permit by the City. I hereby certify as follows:

I have filed with you, the certificate required by California Labor Code Section 3800 (1) or (2) or (3) or

In the performance of the work for which this permit is issued, I shall not engage or employ any person or entity in any manner so as to become subject to the Worker's Compensation Laws of California.

Until I notify the City to the contrary, in writing, my place of residence (or permanent business address) for all purpose of notice called for under Section 8-3 of the City Code shall be set forth below:

Name: _____ Phone # (_____) _____

Address: _____

I declare under penalty of perjury, that the foregoing is true and correct to the best of my knowledge and belief. **I also understand ALL application fees are non-refundable.**

Executed at Monte Sereno, California, this _____ day of _____, 20____.

Company: _____ By: _____

**ENCROACHMENT PERMIT
(NON-TRANSFERABLE) NUMBER _____**

Permission is hereby granted to the above-named applicant to perform the work specified at the location in the above application, subject to the following conditions:

1. _____
2. _____
3. _____

COMPLETION NOTICE

This work has been inspected and found complete as of _____. This does not release the Permittee of other obligations under Chapter 3, Title 8 of Monte Sereno City Code.

This permit is good until revoked or expires in accord with its term. Dated this ____ day of _____, 20____.
 City of Monte Sereno, A Municipal Corporation, by:

 City Engineer

CITY OF MONTE SERENO STANDARD ENCROACHMENT PERMIT CONDITIONS

GENERAL:

1. Any encroachment installed in the public right of way is expressly subject to removal by any government entity of public utility lawfully using the right of way of the City, if the encroachment interferes with the public convenience or necessity. At no time shall the issuance of an encroachment permit create any property interest by any person in the continued placement or existence of the encroachment and no compensation shall be owed to the owner or user of the encroachment for any removal or attention by a government entity or public utility.
2. Conform to requirements of State law and local ordinances.
3. Comply with safety regulations.
4. Private and public property shall be preserved and left clean.
5. All work shall be accomplished to the satisfaction of the City Engineer.
6. Conform to current Standard Specifications for Public Works Construction American Public Works Officials (Green Book) and/or State Standard Specifications, current edition.

EXCAVATIONS:

1. Excavate only one side of a road at any one time.
2. Open no more trench than can be backfilled in one day, nor more than 700 feet.
3. Maintain one lane of traffic at all times, unless otherwise specifically authorized by the City Engineer.
4. Cuts into existing pavement shall be saw-cut unless otherwise authorized.

BACKFILL:

1. Material shall be subject to approval of City Engineer. Cuts across roadways and pot holes shall use sand or aggregate base.
2. Compaction of backfill more than 2 feet below finished grade shall be 90% relative. Top 2 feet shall be to 95% relative.
3. City shall have right to require compaction testing as deemed necessary and payment therefore by the permittee.
4. Pavement replacement
 - Local streets: 3" AC minimum on 8" aggregate base.
 - Collectors and thoroughfares: 6" AC (two lifts) on 12" aggregate base.
 - Both require prime coat and tracked edges.
 - Special pavements (Portland Cement Concrete) shall be replaced in kind.
5. Temporary backfill may be used for a period not to exceed thirty (30) days. Such temporary backfill shall be a minimum of 4" of cold plant mix (cutback).
6. Open excavations may be prohibited and boring or jacking required by the City Engineer in high classification roads.
7. Aggregate base shall be minimum State class two with durability requirement reduced to 25, California Test method #229.

MISCELLANEOUS:

1. Inspection and special testing may be required by the City.
2. Damage done to adjacent pavements or property shall be repaired to satisfaction of City Engineer.
3. Barricades, street sweeping or dust control shall be available to the City Engineer on demand at expense of permittee.
4. Applicant shall carry and provide liability and worker's compensation insurance.
5. Property owner shall hold harmless, indemnify and defend CITY, its elective and appointive boards, commissions, officers, agents, servants, volunteers, and employees from and against any and all claims, costs, damages, liability, losses, or suits (including court costs and attorney fees) for personal injury (including death), property damage and any other damages of any sort whatsoever, arising out of, or alleged to have arisen out of, the acts, errors, or omission of Property Owner or Property Owner's contractors, subcontractors, agents, or employees authorized by this permit.