

Bldg. Plan Ck. # \_\_\_\_\_  
Bldg. Permit # \_\_\_\_\_  
Use Permit # \_\_\_\_\_  
Land Division # \_\_\_\_\_  
Driveway \_\_\_\_\_  
Other \_\_\_\_\_  
Fee \_\_\_\_\_

COUNTY OF SHASTA  
**DEPARTMENT OF PUBLIC WORKS**  
1855 Placer Street  
Redding, CA 96001-1759  
(530) 225-5661  
**ENCROACHMENT PERMIT  
FOR  
COUNTY MAINTAINED ROADS**

Permit # \_\_\_\_\_  
Road# \_\_\_\_\_  
Issue Date \_\_\_\_\_  
Expiration Date \_\_\_\_\_  
 Prior to Final Building Inspection  
OTHER \_\_\_\_\_

PERMITTEE:

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

SET SPECIFICATIONS

Date \_\_\_\_\_  
Foreman \_\_\_\_\_

INSPECTION

Completed \_\_\_\_\_ Void \_\_\_\_\_  
Date \_\_\_\_\_ Inspected By \_\_\_\_\_

Location of Encroachment \_\_\_\_\_ A.P.# \_\_\_\_\_

UTILITIES:

Natural Gas Line: Size \_\_\_\_\_ Length \_\_\_\_\_ Depth \_\_\_\_\_  
Power Line: Voltage \_\_\_\_\_ Overhead \_\_\_\_\_ Underground \_\_\_\_\_ Length \_\_\_\_\_  
Sewer Line: Size \_\_\_\_\_ Length \_\_\_\_\_ Depth \_\_\_\_\_  
Telephone Line: Overhead \_\_\_\_\_ Underground \_\_\_\_\_ Length \_\_\_\_\_  
Water Line: Size \_\_\_\_\_ Length \_\_\_\_\_ Depth \_\_\_\_\_  
Other: \_\_\_\_\_

ROAD CONNECTION:

Curb & Gutter: Vertical \_\_\_\_\_ Rolled \_\_\_\_\_  
 Culvert Pipe: Size \_\_\_\_\_ Width Paved \_\_\_\_\_ To Bot. of Pipe \_\_\_\_\_  
 Straight Driveway: Width \_\_\_\_\_ Grade \_\_\_\_\_ From Edge of Road \_\_\_\_\_  
 Paved Dip: Depth \_\_\_\_\_ From Edge of Road \_\_\_\_\_  
 Other: \_\_\_\_\_

DEVELOPMENT PROJECTS:

Curb & Gutter Required  Sidewalk Required  Road Connection  
Construct Per Plans Approved on \_\_\_\_\_ by the Public Works Director  
(DATE)

OTHER \_\_\_\_\_

LOCATION MAP

SHOW STREET AND DISTANCE TO NEAREST CROSS STREET. SHOW EXACT LOCATION AND REFERENCE ANY LANDMARKS. CHANGES IN SITE CONDITIONS MAY INVALIDATE SPECIFICATIONS. PERMITTEE SHALL BE RESPONSIBLE TO NOTIFY SHASTA COUNTY DPW OF CHANGED CONDITIONS.  
(USE STAKES PROVIDED TO MARK EXACT LOCATION IN FIELD)

Permittee hereby understands and agrees that failure to complete all work described herein, on or before expiration date shown above, will give the County authority to exercise the options of (1) completing the work with County forces, or (2) engaging the lowest bidder to complete the work. This will also apply to work that is defective or does not meet the specifications or requirements of the permit. In all such cases the Permittee will defray all costs. See additional permit conditions on reverse side.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date

**APPROVED:**  
Patrick J. Minturn  
Road Commissioner

\_\_\_\_\_  
By

- A. 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 & Highways Code of the State of California, except where expressly superseded by more stringent County Ordinances or provisions contained herein.
- B. Permittee shall, at its expense, relocate subject encroachment when necessary because of street or highway improvements in accordance with Section 1463 of the Streets & Highways Code of the State of California.
- C. Permittee agrees to notify the County of completion of all work authorized under this permit and shall obtain final approval and acceptance of the work from the Department of Public Works (DPW).
- D. As a condition of this permit, the permittee shall be held responsible for the safe and effective movement of road users through areas impacted by performance of the work covered by the permit ("the work"). This responsibility may require the implementation of temporary traffic control. Temporary traffic control within the County right-of-way shall adhere to the procedures, methods and guidance given in the current edition of the California Manual on Uniform Traffic Control Devices ("California MUTCD"). During the work the permittee shall allow controlled one or two way traffic to pass at all times, except that temporary suspension of travel through the work area may be enacted when required due to the nature of the work. In such cases, the temporary suspension of travel through the work area may not exceed 10-minutes unless specifically authorized by this permit. Unimpeded two-way traffic shall be maintained during hours of darkness and at all times when there are no California MUTCD approved temporary traffic control measures in place. At the discretion of the County, the permittee may be required to submit a temporary traffic control plan for review and approval by the County prior to issuance of an encroachment permit. The plan shall illustrate the location of the work, affected roads and types and locations of temporary traffic control measures (i.e. signs, cones, flaggers, etc.) that will be implemented during the work. The County retains the right to make changes or require additional traffic control measures as it sees fit. Implementation of such measures shall be a condition of this permit.
- E. Driveways shall be located such that they provide suitable sight distance in each direction at the adjoining County road. The County reserves the right to require the trimming or removal of dirt embankments, trees, vegetation or other obstructions as required to achieve suitable sight distance.
- F. The placement of fencing, gates, entryways, landscaping or similar items within the County right-of-way is prohibited unless specifically allowed by this permit. Mailboxes are allowed within the County right-of-way and shall be installed in accordance with United States Postal Service requirements. Mailbox supports that, in the County's judgment, could be considered unyielding are prohibited.
- G. 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.
- H. For underground pipelines and utilities at all locations, the length of a trench open at any one time shall not exceed that in which the line can be laid and the trench backfilled 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. Stockpiling of trench backfill material and/or excavated material from the trench shall not be stored 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 existing paved roadway areas. Temporary paving of a minimum thickness of 1-1/2" of premix pavement shall be placed within 24 hours after the completion of the backfill operation.
- I. Permittee shall notify Shasta County DPW 48 hours before starting any underground utility work (530-225-5661).
- J. Driveway access to private property shall be maintained at all times.
- K. This permit may be revoked at the sole discretion of the Road Commissioner.
- L. 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.
- M. Permittee shall indemnify County and its officers and employees for any and all loss or liability resulting from any work performed pursuant to this permit, temporary traffic control implemented pursuant to this permit or any failure to properly maintain improvements constructed pursuant to this permit.
- N. 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 of the Government Code.
- O. Minor encroachment permits are within the class of projects that do not have a significant effect on the environment and are exempt from the provisions of the California Environmental Quality Act.
- P. The County may issue several encroachment permits for work to be performed in a single area. The County does not warrant that the land for which this permit is issued is free of underground pipelines, utilities, or other obstructions. Permittee is responsible for installing its facilities in such a manner as to be compatible with existing facilities. The County does not warrant that the land will, in the future, be free from disturbances caused by other permittees.
- Q. A grading permit may be required from the Department of Resource Management prior to constructing any road or temporary access road.