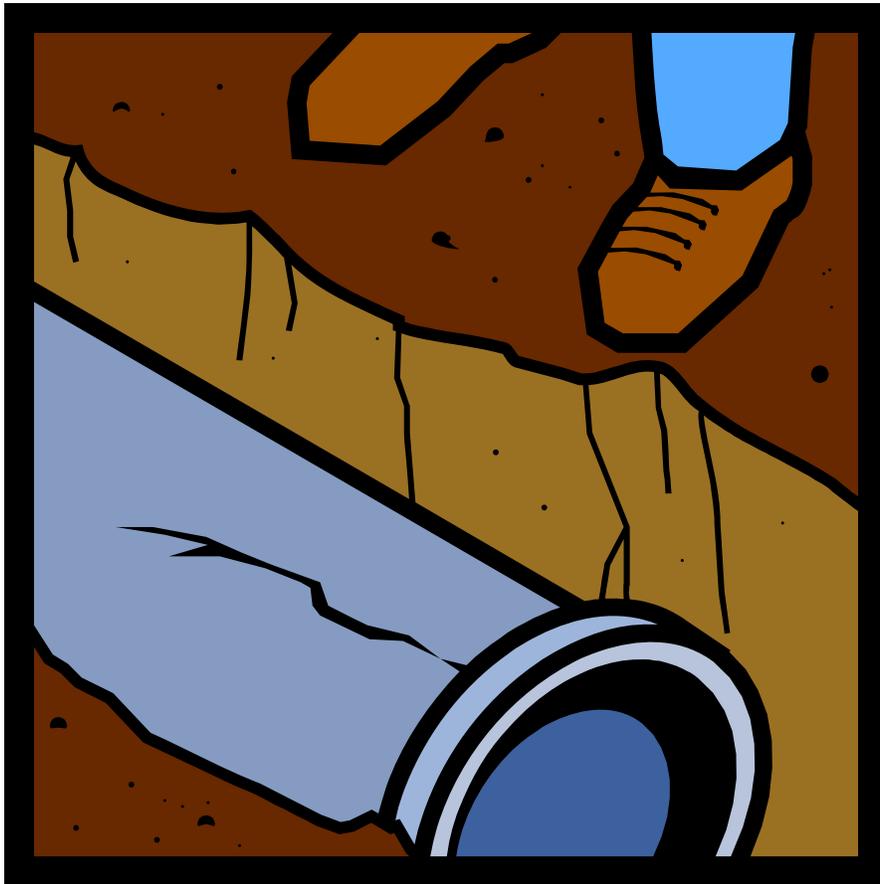


TUOLUMNE COUNTY COMMUNITY RESOURCES AGENCY



Utility Encroachment Permit
Information Packet & Application



Utility Encroachment Permit Information Packet and Application

Before doing any work within the County right-of-way you are required to obtain a Utility Encroachment Permit from our department.

The following must be submitted when applying for a Utility Encroachment Permit:

- A completed Utility Encroachment Permit application.
- A copy of your plan for parcel being served to include AP number and address (if applicable)
- For someone *other* than the legal property owner that is submitting this application, it is required that the submitter have an “Agent Authorization” form signed by the legal property owner.
- Payment of the required fee.

The current fees for Utility Encroachment Permits in accordance with Title 3 Revenue & Finance Chapter 3.4 .are as posted:

Your application and the location of your project will be reviewed by an inspector and a permit will be issued based upon his findings. We will mail your permit to you when it is ready.

Your encroachment permit ***must*** be posted or on hand for review at the project site during construction.

Inspections are required during construction of the facility. Please call our inspection line ***at least two business days*** before your requested inspection date (209) 533-6533.

You encroachment permit will be good for one year from the date it is issued. If you are unable to complete construction within that period please contact our office ***before the expiration date*** on your permit and we will issue you an extension. Only one – 1 year extension will be issued on your permit. A nominal filing fee may be charged for extensions.

If you allow your permit to expire without finishing your project and getting a final inspection or requesting an extension on your permit you will be required to apply and pay for new permit.

If you have any further questions please call (209) 533-5633.



For County use only:
Encroachment Permit No. PWU- _____
Date: _____
Fee: _____
Receipt No.: _____

APPLICATION FOR UTILITY ENCROACHMENT PERMIT

OFFICE ADDRESS

County of Tuolumne
Community Resources Agency
48 W. Yaney Avenue
Sonora, CA 95370

MAILING ADDRESS

2 South Green Street
Sonora CA 95370

The undersigned hereby applies for permission to excavate, construct or otherwise encroach within a County right-of-way or roadway in performing the following work: *(Indicate lineal footage for trenching)*

LOCATION: APN # & Address if applicable

(Draw location sketch on other side of this application or attach a plan)

Applicant agrees to do the work in accordance with the regulations contained in Tuolumne County Ordinances and Codes as well as the special provisions listed on the approved permit, and that all work shall be subject to the inspection and approval of the Community Resources Agency.

(Name of Applicant or Agency-Please Print)

Print Name (Signature)

(Mailing Address)

(City, State & Zip Code)

(Telephone Number)



GUIDELINES FOR ENCROACHMENT PERMITS FOR UTILITIES

Encroachment permits are required for all work in the right-of-way or roadway of the County Maintained Roads.

BLANKET PERMITS- Cover repairs and ordinary maintenance and may be obtained on an annual basis. All Blanket Permits issued will expire in December and must be renewed prior to January of each year.

Prior to performing work under a blanket permit, call the Community Resources Agency inspection line, available 24 hours a day at (209) 533-6533. Such notice shall specify the date, type, location and the extent of the work.

SPECIAL PERMITS- To be obtained whenever the work is not covered by a Blanket Permit. Applications for Special Permits shall be accompanied by maps, sketches and plans sufficient to clearly show the location, type extent and typical specifications of the work to be performed.

Projects exceeding 2,000 feet shall be stationed every 100 feet and at culverts and other usual features.

All encroachment work shall conform to the "Rules of Encroachment Permits" and, where applicable, the attached trenching typicals and the following rules:

TRENCHING- Pavement shall be saw-cut to produce neat, straight lines. Care shall be taken to prevent damage to the pavement by the outriggers of the equipment.

LINE PLACEMENT AND BACKFILL- All lines shall be placed at a depth of at least 36 inches below the surface. Backfill material shall be of good quality with a high sand equivalent value, with all clods and rocks over 3 inches in diameter removed.

Mechanical tamping to 95% relative compaction is required. DO NOT POND OR JET. Compaction testing reports must be submitted to the Department of Public Works.

TEMPORARY CLOSURES- No excavated area within the roadway shall be allowed to remain open after completion of the days work or after dark, whichever comes first. If permanent paving cannot be restored the same day, cold mix must be used as a temporary surface for daily closure. Permittee shall maintain the surface cold mix or asphalt concrete or backfill in a smooth, satisfactory condition.

BUTTRESS TRENCH- Shall be used where the trench is along or into the edge of the pavement. An asphalt concrete buttress 1 foot wide and 6 inches deep shall be installed to protect the edge of pavement. The remainder of the surface trench is to be backfilled with at least 6 inches of aggregate base rock. (See typical trench details)

"T" TRENCH- Shall be used in paved areas which are 3 feet or more from the edge of pavement. The structural section replacement shall extend 6 inches on each side of the neat lines of the trench. (See typical trench details)

UTILITY BOXES- Shall be placed to match the existing grade and flush with the newly paved collar. With hot mix; concrete shall be 2" below grade.

STRUCTURAL SECTION- Shall be replaced in kind, but in no case shall it be less than 3" compacted, Type B, ½ inch maximum asphalt concrete over 12 inches compacted, Class 2 aggregate base rock. Trench paving shall match existing grade and be maintained on grade.

FOR FURTHER INFORMATION, PLEASE CONTACT:

Tuolumne County Community Resources Agency
2 South Green Street, Sonora CA 95370
(209) 533-5633



AGENT AUTHORIZATION

FOR UTILITY GRADING OR ENCROACHMENT PERMIT COUNTY OF TUOLUMNE, COMMUNITY RESOURCES AGENCY

I (we), _____ as Legal Owner(s) of the real property described herein, do hereby authorize _____ to act as my (our) Agent in applying for Permits from the County of Tuolumne for a Building Project or Use Project consisting of _____
On said described real property. I (we) hereby agree to be bound by all of the representations as made by my (our) herein designated Agent in applying for such permit(s) and further agree to be bound by all terms of the permit(s) issued to my (our) herein designated Agent on my (our) behalf.

This authorization shall expire upon completion of the requirements of the Permit as approved or upon written notice from the Legal Owner.

PROPERTY DESCRIPTION:

I (we) declare under penalty that the foregoing is true and correct.

Executed this ___ day of _____, 20___ at

OWNER

OWNER