

**CITY OF SAN FERNANDO
DEPARTMENT OF PUBLIC WORKS
ENCROACHMENT PERMIT**

117 MACNEIL STREET, SAN FERNANDO, CA 91340
Phone (818) 898-1222

Prior to issuance, permittee must have obtained all necessary Business License & Building departments permits

Date: _____ Permit No. _____ Treasurer's Receipt No. _____

Permittee _____ Phone _____

Address _____ City _____

Contractor _____ Phone _____

Address _____ City _____

Purpose _____

Roads and/or public places used: _____

No. of days _____ (30 maximum), from _____ 20____, to _____ 20____

Insurance Company (liability) _____ Policy No _____

Insurance Company (workmans comp) _____ Policy No. _____

X _____
Signature of Permittee

IN CONSIDERATION FOR ISSUANCE OF THIS PERMIT, PERMITTEE AGREES TO HOLD THE CITY HARMLESS FROM ANY CLAIMS OR JUDGEMENTS FOR DAMAGES OR OTHER RELIEF AGAINST THE CITY AS A RESULT OF ACTS OR OMISSIONS OF THE PERMITTEE IN THE PERFORMANCE OF ENCROACHMENT WORK WHETHER THE CONDITION GIVING RISE TO THE CLAIM OR JUDGEMENT WAS CREATED IN WHOLE OR IN PART BY THE PERMITTEE.

THIS PERMIT OR A COPY MUST BE ON JOB SITE AT ALL TIMES

CONDITIONS:

() THIS PERMIT ISSUED SUBJECT TO INSPECTION 24 HOURS BEFORE CONSTRUCTION IS STARTED, NORMAL INSPECTION HOURS ARE 8 A.M. TO 5 P.M., TELEPHONE NO. (818) 898-1222.

SPECIAL PROVISIONS (ATTACHED) (HEREON)
THE ABOVE IS APPROVED AND PERMITTED SUBJECT TO THE REGULATIONS AND CITY STANDARDS ATTACHED HERETO. NO FEE WILL BE RETURNED UNLESS APPLICANT REJECTS CONDITIONS IMPOSED.

BY _____ DATE _____
PERMIT ENGINEER

PERMIT FEE _____

PRE-INSPECTION NOTES:

INSPECTION FEE _____

PLAN CHECK _____

MAPPING FEE _____

INSPECTOR _____ DATE _____

TOTAL _____

CERTIFICATE OF COMPLETION: UNLESS NOTED BELOW, WORK HAS BEEN COMPLETED ACCORDING TO ALL SPECIFICATIONS, SURETY BONDS/TRUST DEPOSIT MAY THEREFORE BE RELEASED.

TOTAL INSPECTION HOURS: _____ INSPECTOR _____ DATE _____

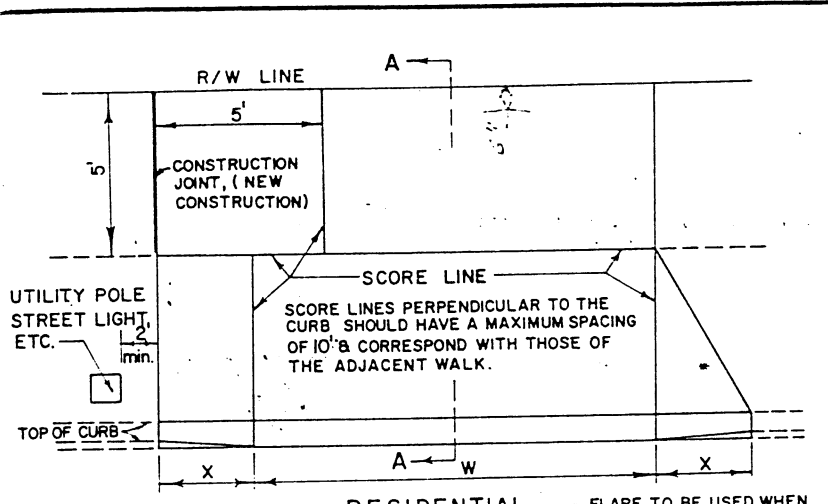
Dumpster \$25.00 (owner)/Other \$65.00

STANDARD SPECIFICATIONS AS PART OF THE ENCROACHMENT PERMIT

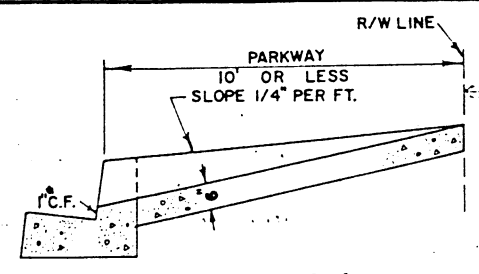
In addition to strict compliance with Motor Vehicle Code Requirements, Division 12, Highway Encroachment Ordinance, applicable to sections of Standard Specifications for Public Works Construction including revisions and to the plans and specifications referred to in the Permit.

The following defines the Contractor's responsibility with regards to convenience of public traffic in connection with his operations on existing maintained City roads.

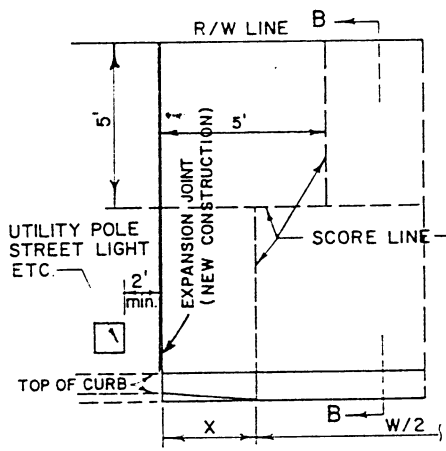
1. The Contractor shall so conduct his operations as to offer the least possible obstruction and inconvenience to the public and he shall have under construction no greater length or amount of work than he can prosecute properly with due regards to the right of the public.
2. Unless otherwise provided in the special provisions of the Encroachment Permit, all public traffic shall be permitted to pass through existing maintained City streets with as little inconvenience and delay as possible. No City street may be closed to public traffic without the written approval of the City Engineer.
3. Spillage resulting from hauling operations along or across any public travelled way shall be removed immediately at the Contractor's expense.
4. Construction operations shall be conducted in such a manner as to cause as little inconvenience as possible to abutting property owner. The Contractor shall notify all residents in the immediate area directly affected by his work 48 hours before commencing the work.
5. Not less than two (2) ten-foot lanes shall be provided in public traffic at all times, except during daylight working hours when competent flagmen are on duty.
6. Water or dust palliative shall be applied if ordered for the alleviation or prevention of dust nuisance.
7. Contractor shall protect the work by adequate installation of traffic signs, lights, flares and barricades.
8. All pipes and services from pipelines shall have a minimum of 24-inch cover below gutter grade of highway.
9. NO CONCRETE SHALL BE CUT WITHOUT PRIOR APPROVAL OF THE CITY ENGINEER OR HIS REPRESENTATIVE.
10. Shoring shall be provided for all trenches in accordance with the provisions of Article 6, of the Construction Safety Orders, of the Administrative Code (Title 8), of the State of California.
11. No poles shall be placed in any traffic island, median, or walk.
12. In the event of a suspension of work, all traveled ways shall be adequately maintained by the Contractor as directed by the City Engineer.
13. Structural backfill:
 - a. Structural backfill within the road right of way in original ground shall be with materials of a quality as good or better than the original material before excavation and shall be compacted to a relative compaction 10 percent greater than the original ground before excavation or to 85 percent relative compaction, whichever requirement is more easily met.
 - b. Structural backfill material within the road right of way, which lies below future concrete curb, sidewalk, gutter or pavement shall have a sand equivalent of not less than 30, a gradation such that 100 percent passes the 2-1/2-inch sieve, 35 percent to 100 percent passing the No. 4 sieve, and shall be compacted to not less than 90 percent relative compaction.
 - c. Structural backfill within the roadbed below the top 2-1/2 feet may be the same as specified in structural backfill within the road right of way in original ground.
14. Safety Provisions - The Contractor shall conform to the rules and regulations pertaining to safety regulations established by the California Division of Industrial Safety.
15. Protection of Utilities - Utility structures, conduits, pipes, lines, under or above ground, sewer lines and any other facilities or other improvements within the public right of way shall be protected from injury or damage. If such objects are damaged by reason of the Contractor's operation, they shall be replaced or restored at the Contractor's expense to a condition as good as when the Contractor entered upon the work.
16. Costs for inspection shall be borne by the Permittee.
17. Modification of the above requirements and/or additional requirements may be made in the field by the San Fernando City Engineer.



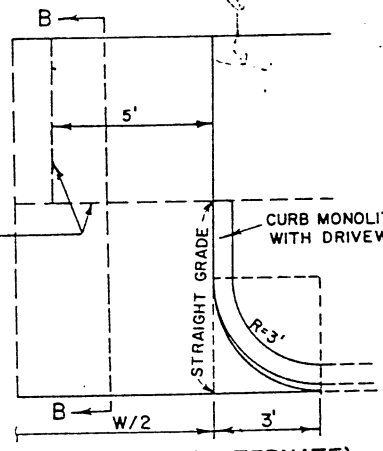
RESIDENTIAL • FLARE TO BE USED WHEN SPECIFIED BY THE ENGINEER



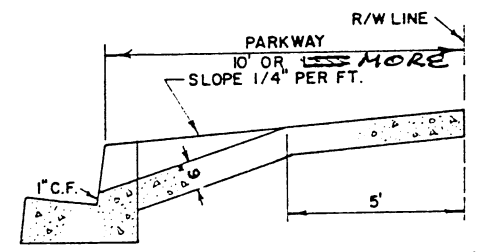
SECTION A-A



COMMERCIAL

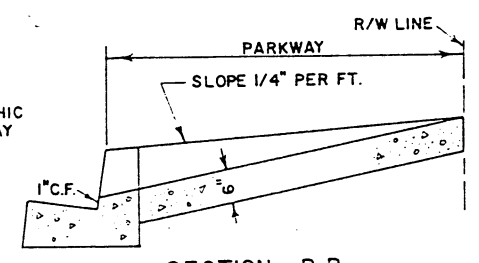


COMMERCIAL (ALTERNATE)
TO BE USED WHEN SPECIFIED BY THE ENGINEER

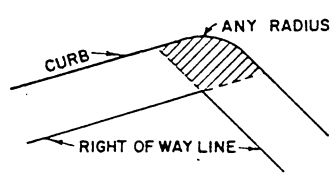


SECTION A-A (ALTERNATE)

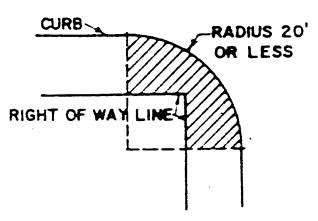
* TO BE USED WITH SPECIAL PERMISSION WHEN PARKWAY IS LESS THAN 10'



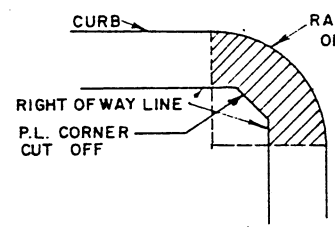
SECTION B-B



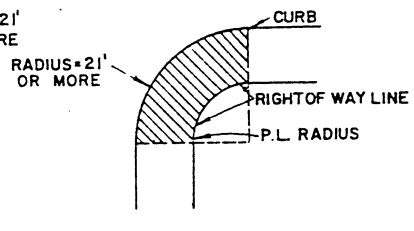
EXAMPLE I



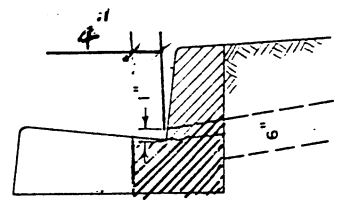
EXAMPLE II



EXAMPLE IV



EXAMPLE III



TYPICAL SECTION OF CURB AND GUTTER (2')

REMOVE CROSS-HATCHED PORTION OF EXISTING CURB TO CONSTRUCT DRIVEWAY FOR CURB & 1' GUTTER. MAKE COMPLETE REMOVAL.

TABLE OF "X" DIMENSIONS		
CURB FACE	RESIDENTIAL	COMMERCIAL
6" OR LESS	3'	4'
7" TO 8"	3'	4'
8" TO 9"	4'	4'
9" OR MORE	4'	5'

NOTE: DRIVEWAYS MAY NOT BE CONSTRUCTED WITHIN CROSS HATCHED AREA



NOTES

A. COMPLIANCE WITH THESE CONSTRUCTION DETAILS AND NOTES SHALL IN NO WAY BE CONSTRUED TO RELIEVE RESPONSIBILITY FOR THE CONDUCT, PERFORMANCE AND CONSTRUCTION IN ACCORDANCE WITH THE LATEST ADOPTED CITY OF SAN FERNANDO ORDINANCES AND STANDARD SPECIFICATIONS.

B. THE CONTRACTOR SHALL NOTIFY AND REQUEST INSPECTION OF THE WORK BY THE CITY AT LEAST ONE WORKING DAY BEFORE CONSTRUCTION.

C. DEFINITION

1. "Driveway" means that portion of the road right of way between the right of way line and curb, or between the right of way line and pavement (if no curb exists) where motor vehicles enter or leave the highway onto private property.
2. "Parkway" shall mean that portion of an improved street or highway located between the curb face and the nearest right of way boundary.

D. DRIVEWAY WIDTH

1. The width of an individual driveway is the net width exclusive of side slopes and returns, measured along the curb line.
2. Residential Driveways
 - a. The minimum width for single family development shall be 10 feet.
 - b. The maximum width for single family development shall be 20 feet.
 - c. The maximum width for multiple family development shall be 30 feet.
 - d. The sum of all driveway widths is limited to 60 percent of the property frontage.
3. Commercial Driveways
 - a. The minimum width of commercial driveways shall be 10 feet.
 - b. Maximum width of driveways:
 - (1) If lot frontage is less than 100 feet—30 feet in width.
 - (2) If lot frontage is 100 feet or more—30 feet width or 20 percent of front footage (whichever may be greater) but not to exceed a maximum of 60 feet in width.
 - (3) Maximum width for schools and parks shall be 30 feet.
 - c. The sum of all driveways on one lot or parcel is limited to 60 percent of the property frontage.

E. RESIDENTIAL AND COMMERCIAL DRIVEWAY SPACING

The minimum distance between the top of side slopes on adjacent driveways on the same lot or parcel is 22 feet and on adjoining lots or parcels is 1 foot; otherwise a common or continuous driveway will be required.

F. LOCATION RESTRICTIONS

1. A driveway shall not be constructed or maintained where fences, buildings, natural grade or any other obstacle will prevent a motor vehicle from being stored entirely off the public right of way after entering such driveway, or where minimum sight distance cannot be maintained.
2. A driveway shall not be constructed between the prolonged intersecting right of way lines of any street (See Example I).
3. Curb return encroachments will not be permitted (See Examples II, III and IV).

G. DRIVEWAY CONSTRUCTION

1. Pavement
 - a. All driveways under this Standard (R-13-63) shall be constructed of Class B Portland Cement Concrete 6 inches thick.
2. Concrete Finish
 - a. The apron between curb and sidewalk shall have coarse broom finish with strokes parallel with curb.
 - b. The sidewalk area shall have light broom finish with strokes at right angles with curb.
3. Curb Replacement
 - a. Unused or abandoned depressed curb shall be removed and replaced with standard curb.
 - b. Curb to be removed shall be saw cut and replaced 6 inches beyond the top of slope or to the next scoremark if scored and not less than 5 feet from the next nearest joint or crack.
4. The design of driveways to be constructed in parkways exceeding 12 feet in width shall be approved by the City Engineer.

PUBLIC WORKS DEPT.