



COUNTY OF COLUSA

DEPARTMENT OF PUBLIC WORKS

1215 Market Street, Colusa, California 95932-2035

+1 (530) 458 - 0466 | Phone

+1 (530) 458 - 2035 | Fax

dpwpermits@countyofcolusaca.gov | Email

[County of Colusa](http://CountyofColusa.com) | Website

Office Use Only

Notes:

Fee:

Permit #:

ENCROACHMENT PERMIT APPLICATION

**REAL PROPERTY
OWNER NAME:**

Owner Mailing
Address:

City:

State:

Zip Code:

Email Address:

Phone Number:

Fax Number:

AGENT'S NAME:

Agent Address:

City:

State:

Zip Code:

Email Address:

Phone Number:

Fax Number:

**ADDRESS OR LOCATION OF
WORK TO BE PERFORMED:**

City:

State:

Zip Code:

**DESCRIPTION OF
WORK/PROJECT:**

Requested Start Date:

Anticipated Completion Date:

The undersigned hereby requests permission to excavate, construct, and/or otherwise encroach within the County road right-of-way by performing the work specifically outlined above. By signing this form, the Permittee agrees to hold the County harmless for any damage arising from the performance of work subject to this permit, and to indemnify the County for any and all costs arising from the Permittee's actions associated with this permit.

Property Owners must sign the Permit Application unless a Letter of Agency authorizing the agent to act on behalf of the Property Owner is submitted with the Permit Application. Form letters are available on the County website or by contacting the Department of Public Works.

Letter of Agency Attached: ☐ Yes ☐ No

**Permittee's
Signature:**

☐ Owner ☐ Agent



Signature

Date

Print Name

The above-requested permit is hereby approved. Approval is subject to the Applicant's compliance with the Permit Provisions shown on page 2 hereof, the approved plans, maps, and specifications, other local, State, and Federal regulations, and the restrictions and conditions outlined in Attachment A.

Permit Effective Date:

Permit Termination Date:

Extension Granted:

☐ Yes ☐ No

Extension Expiration Date:

Issuer Initials:

COUNTY OF COLUSA
D. Colt Esenwein, PE
Director of Public Works

By:

Permit Issuer Signature

PERMIT PROVISIONS

1. **NO ENCROACHMENT IS TO BE PLACED OR ANY WORK DONE WITHIN THE HIGHWAY RIGHT OF WAY WITHOUT FIRST OBTAINING A PERMIT FROM COLUSA COUNTY DIRECTOR OF PUBLIC WORKS.**
2. **PERMITTEE MUST GIVE ADVANCE NOTICE TO THE COUNTY AT LEAST TWO WORKING DAYS PRIOR TO COMMENCING WORK AT COUNTY PHONE NO. 530-458-0466.**
3. **THIS PERMIT MUST BE AT THE JOB SITE WHENEVER WORK IS BEING PERFORMED.**
4. **COSTS:** All cost of work, placing or maintenance of any encroachment upon County road right of way, shall be at the sole expense of the permittee.
5. **NO PRECEDENT ESTABLISHED:** This permit is granted with the understanding that this action is not to be considered as establishing any precedent on the question of permitting any certain kind of encroachment within the right of way of a County road.
6. **PROTECTION OF TRAFFIC:** Adequate provisions must at all times be made for the protection and safety of the workmen and traveling public. Construction area or work zone shall be barricaded with adequate signs and lights, and properly flagged during the day. The permittee shall conduct his operations in such a manner as to allow orderly movement of traffic at all times. No street or highway shall be closed to traffic at any time unless specifically authorized under "Restrictions and Conditions" as shown on the face of this permit.
7. **LIABILITY FOR DAMAGES:** The permittee shall be responsible for all liability for personal injury or property damage which may arise out of work herein permitted, or which may arise out of failure on the permittee's part to perform his obligations under this permit in regard to maintenance. In the event any claim of such liability is made against the County of Colusa, or any employee thereof, permittee shall defend, indemnify and hold them and each of them harmless from such claim.
8. **ALTERATIONS AND CHANGES:** The Director of Public Works reserves the right to order any changes at the terms, conditions, and restrictions governing this permit that in his opinion may conflict with the proper construction and maintenance of the County road system, and may alter or change the type or method of doing any of the work under this permit due to unforeseen conditions.
9. **CLEAN-UP OF RIGHT OF WAY:** Upon completion of work, all debris and excess earth material shall be entirely removed and the right of way left in as presentable condition as before the work started.
10. **MAINTENANCE:** The permittee agrees by the acceptance of this permit to immediately repair any damage to any portion of the County road as a result of the work done under this permit, including any and all damage to the County road which would not have occurred had such work not been done or such encroachment had not been placed.
11. **TREES:** No trees or shrubs within the road right of way shall be cut or trimmed unless specifically authorized. Dangerous trees shall be removed at the discretion of the Director of Public Works.
12. **DRAINAGE:** No work shall be done on the highway which interferes with the flow of water according to the official or natural grade and cross-section. Irrigation water must not be allowed to flow or stand in the roadsides or ditches along the highway.
13. **POLES AND LINES:** Erection, placement, or construction of any poles or lines within the County road right of way requires filing of maps or sketches showing the location of the proposed construction thereon with the Director of Public Works. No pole line shall be constructed at any location where in the opinion of the Director of Public Works it is considered unsafe for the travelling public using the roadway. No poles shall be placed at locations greater than three feet from the right of way line.
14. **EXCAVATION, BACKFILL & PAVING:** Placement or construction of any underground facilities whether temporary or permanent requires filing of maps showing the location thereon with the permit application. There shall be a minimum depth of cover of two feet above all subsurface facilities. No metal wheels or tracks will be allowed on any paved or oiled road surfaces. Any excavation of oiled or paved surfaces must be cut or jack-hammered to obtain straight lines. The upper 2' of backfill material must be placed in layers of 8" thickness or less and compacted to at least 95% in all roadside ditches, shoulders, and traveled ways, while other areas must be compacted to 90%. The upper 12" of backfill material must be Class 2 aggregate base or equal in all roadside ditches, shoulders, and traveled ways. Existing paved or oiled areas disturbed must be paved with not less than 2" of asphaltic pavement. All work must be performed in accordance with accepted construction practices.