



# CITY OF LAFAYETTE Encroachment Permit

City of Lafayette  
Engineering Services Division  
3675 Mt. Diablo Blvd., Suite 210  
Lafayette, CA 94549  
(925) 284-1951  
www.ci.lafayette.ca.us

Date: \_\_\_\_\_

Permit No. \_\_\_\_\_

(To be completed by Applicant or whoever provides deposit)

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Location of Project: (Exact address or street name with cross streets) \_\_\_\_\_

Describe fully the nature of work. (If necessary, attach additional paper.) \_\_\_\_\_

Improvement plans/sketch attached. Is the work related to a development project involving the Planning Dept.? Yes / No (circle one)

Work to be performed by: (name) \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Contractor License No.: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_

### INDEMNIFICATION AGREEMENT

As part of this Encroachment Permit, the Applicant and its successors and assigns shall indemnify, defend and hold harmless the City of Lafayette ("City"), its elected officials, officers, employees, agents, representatives, contractors and assigns (collectively, the "Indemnitees") from and against any and all claims, demands, liabilities, judgments, damages (including consequential damages), awards, interest, attorneys' fees, costs and expenses of whatever kind or nature, at any time arising out of or in any way connected with the City's review and/or approval of this Encroachment Permit and/or any actions pursuant to the Encroachment Permit taken by the Applicant. Applicant's obligation to indemnify, defend and hold harmless the Indemnitees under this Encroachment Permit shall apply, regardless of fault, to any acts or omissions, or negligent conduct, whether active or passive, on the part of the Applicant or the Indemnitees, with the exception of the Indemnitees' gross negligence or willful misconduct. Applicant's obligation to defend the Indemnitees under this Encroachment Permit shall be at Applicant's sole expense and using counsel selected or approved by the City in the City's sole discretion.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PLEASE READ THE FOLLOWING PARAGRAPHS:

The Applicant is hereby given permission to encroach on public right-of-way by performing the work described above. **Applicant is required to arrange for an inspection and shall notify the City's Engineering Division (925) 299-3277 by 10:00am the business day prior to the start of construction and again prior to final paving. Work done without an inspection may have to be removed and reconstructed.** Before excavating, applicant must contact USA at (800) 227-2600 for utility locations, and the City's Public Works Division at (925) 934-3908 for potential irrigation locations. Excavations in the roadway or sidewalk shall be permanently surfaced within ten (10) calendar days after backfill is complete, and Applicant shall pay a surcharge for a delay beyond this time. Applicant is solely responsible for maintaining a safe construction site. Applicant is also responsible for the removal of all utility and construction markings at the completion of the project.

The permit is issued under the provisions of the Contra Costa County Code Title 10, as adopted by the City of Lafayette; subject to the following additional conditions, as well as the conditions checked on the back of this form, and the applicant's execution of the indemnification agreement on this form above and incorporated herein by this reference. **THIS PERMIT WILL EXPIRE ONE YEAR FROM THE DATE OF ISSUANCE.**

**You are required to notify the City offices when the project is complete in order to receive a final inspection. Additionally, to receive any refund of your deposit, the final inspection must be completed and authorized below.**

### CONDITIONS

- Provide and maintain enough barricades, lights, cones, signs, flagmen & other safety measures to protect the public in accordance with the most recent version of the State Department of Transportation Manual of Traffic Controls for Construction & Maintenance Work Zones.
- Submit traffic control plan prior to the start of work.
- Working hours** in right-of-way are restricted from \_\_\_\_\_ to \_\_\_\_\_; **lane closures** are restricted from \_\_\_\_\_ to \_\_\_\_\_.
- Provide \_\_\_ inches of AC or match existing pavement section plus 1 inch, whichever is greater.
- Provide \_\_\_ inches Class II AB backfill, compacted to 95% relative compaction. (See drawing #1).
- Saw cut & replace pavement \_\_\_ feet beyond edge of excavation. Replace the entire width, including trench, with min. \_\_\_ inches AC. (See dwg #1)
- Compaction test is required.
- Replace any striping, marking or markers damaged or removed due to construction operations.
- Replace asphalt berm or dike damaged or removed due to construction operations (minimum length to replace: \_\_\_\_\_).
- Steel trench plate shall be placed over any open excavation within the roadway at the day's end with a minimum 12" taper at 12:1.
- The portion of the driveway within the City's right-of-way shall be constructed of a minimum 3 inches Asphalt over \_\_\_ inches compacted Class II AB.
- Saw cut existing curb & gutter, or sidewalk at the existing cold joint.
- Saw cut & replace pavement 12 inches beyond the edge of gutter (See drawing #2)
- Dowel existing concrete per sidewalk, curb, & gutter drawing. (See drawing #2)
- Any damage to existing roadway surfacing shall be removed by saw cutting the roadway surface to provide a clean edge. The material shall then be replaced with hot mix asphalt to a minimum of 3 inches or to match existing pavement depth plus 1 inch, whichever is greater.
- When coring existing concrete curbing, a minimum of 2 inches of concrete cover must remain. (See drawing #3)
- When pouring a new curb with a drain outlet, a minimum of 2 inches of concrete cover is required. (See drawing #3)
- Provide erosion control measures for the duration of the project.
- Provide a copy of Central Contra Costa Sanitary District sewer permit
- Street trees are protected under Lafayette Municipal Code Chapter 6-17. Perform all work adjacent to street trees under the supervision of a licensed arborist. Prior to final inspection, provide certification for the arborist that work has been done in accordance with the arborist's requirements and trees are not damaged. All damaged trees shall be mitigated in accordance with Chapter 6-17 as determined by the Planning & Building Department Manager.
- Other: \_\_\_\_\_

Fees:  Initial Plan check/inspection: \$ \_\_\_\_\_  Landscape Architect/Arborist: \$ \_\_\_\_\_  Attorney: \$ \_\_\_\_\_  
 Pavement surcharge: \$ \_\_\_\_\_  Additional Inspection(s) @ \$165/hr\* \$ \_\_\_\_\_ \*To be deducted from Refundable Deposit

TOTAL FEES: \$ \_\_\_\_\_  Paid (check # \_\_\_\_\_)

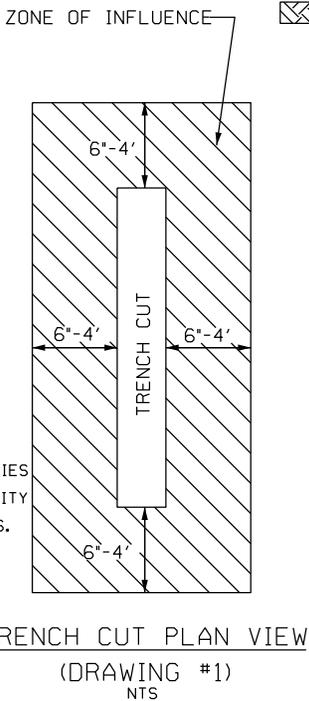
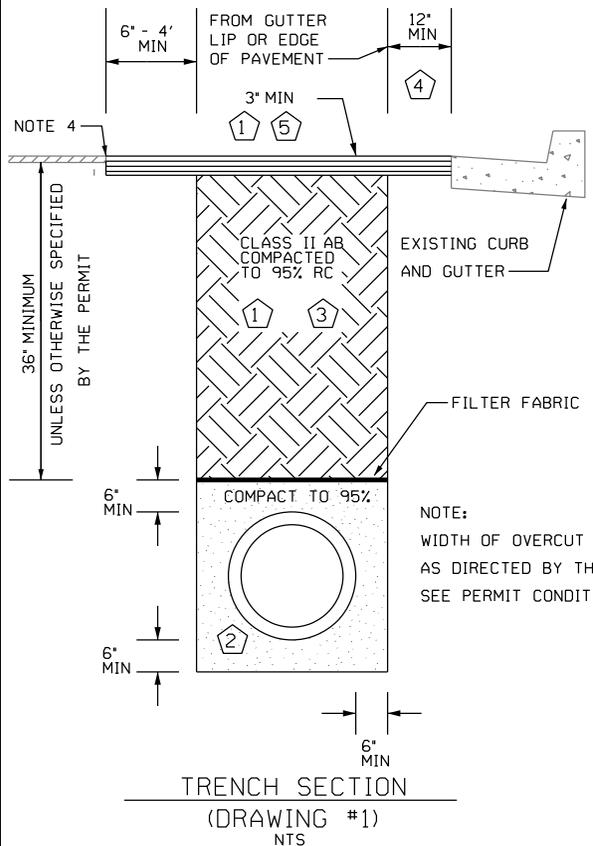
Refundable Deposit: \$ \_\_\_\_\_  Paid (check # \_\_\_\_\_)  City will invoice

**Note to Applicant: Call when work is complete. Deposit generally refunded within 2 weeks after final inspection approval.**

Permit Approved by Authorized City Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Final Inspection Completed by Authorized City Representative: \_\_\_\_\_ Date: \_\_\_\_\_

ATTENTION: ADDITIONAL CONDITIONS ON THE ACTUAL PERMIT MAY REQUIRE ALTERNATE BACKFILL MATERIALS OR ASPHALT CONCRETE SECTIONS



NEW AC PAVEMENT SECTION    EXISTING AC PAVEMENT SECTION  
 CLASS II AB    CONCRETE

- ① THE TRENCH STRUCTURAL SECTION SHALL MATCH EXISTING PAVEMENT SECTION PLUS 1-INCH AC OR SHALL BE 3-INCH AC WHICHEVER IS GREATER. CONCRETE CAP OR FULL DEPTH AC SHALL BE USED AS DIRECTED BY THE CITY.
- ② MATERIALS AND DIMENSIONS PER UTILITY OWNER AND PIPE MANUFACTURER REQUIREMENTS OR AS DIRECTED BY THE CITY.
- ③ WHEN P.C.C PAVEMENT SECTION IS ENCOUNTERED IN THE TRENCH, THE P.C.C. PAVEMENT SECTION SHALL BE REPLACED WITH 12-INCH DEEP LIFT ASPHALT.
- ④ WHERE THE EDGE OF THE TRENCH IS WITHIN 3-FOOT OF A GUTTER LIP OR THE EDGE OF PAVEMENT, THE AC PAVEMENT BETWEEN THE TRENCH CUT AND THE GUTTER LIP/EDGE OF PAVEMENT SHALL BE REMOVED AND REPLACED.
- ⑤ AC SHALL BE AR-4000 GRADE PAVING ASPHALT WITH TYPE B 1/2-INCH MAXIMUM AGGREGATE (PER CITY OF LAFAYETTE STANDARD SPECIFICATIONS DATED SEPTEMBER 2002). TACK COAT SHALL BE APPLIED TO VERTICAL EDGES JUST PRIOR TO PLACING ASPHALT CONCRETE.

**TRENCHING NOTES:**

1. ALL WORK TO BE DONE IN ACCORDANCE WITH THE CITY OF LAFAYETTE STANDARDS SPECIFICATIONS OR AS INDICATED IN THE ENCROACHMENT PERMIT.
2. UNDERGROUND SERVICE ALERT (U.S.A.) 1-800-227-2600 SHALL BE NOTIFIED 48 HOURS PRIOR TO BEGINNING WORK.
3. ALL EXCAVATIONS SHALL CONFORM TO THE REQUIREMENTS OF CAL OSHA
4. ASPHALT SHALL BE CUT THROUGH THE FULL THICKNESS OF THE EXISTING AC AND TO A NEAT STRAIGHT LINES WITH A POWER DRIVEN SAW OR GRINDER 6-INCHES TO 4 FEET (AS SPECIFIED IN THE PERMIT) FROM THE TRENCH LINE BEFORE FINISHED ASPHALT CONCRETE IS PLACED. PAVEMENT EDGES DAMAGED DURING CONSTRUCTION SHALL BE CUT TO NEAT LINES PRIOR TO PAVING.
5. TRENCH BACKFILL FOR EXCAVATIONS OUTSIDE OF THE PAVED AREA MAY CONSIST OF SUITABLE NATIVE MATERIAL OR OTHER SUITABLE BACKFILL MATERIAL AS APPROVED BY THE CITY TO THE FINISHED GRADE. THE BEDDING MATERIAL AND DIMENSIONS SHALL BE PER THE SPECIFICATION OF THE UTILITY INSTALLING THE FACILITY. THE TRENCH BACKFILL AND BEDDING MATERIAL SHALL HAVE A MINIMUM RELATIVE COMPACTION OF 95%.
6. COMPACTION SHALL BE ATTAINED BY MECHANICAL TAMPING. NO JETTING WILL BE ALLOWED IN EXISTING STREETS.
7. IF COVER IS LESS THAN 2.0 FEET SPECIAL DESIGN IS REQUIRED WITH APPROVAL BY THE CITY.

8. ALL TRENCHES SHALL BE BACKFILLED AND TEMPORARY PAVED OR PLATED AT THE END OF EACH WORK DAY.
9. DUST RESULTING FROM CONTRACTOR'S PERFORMANCE OF THE WORK, EITHER INSIDE OR OUTSIDE OF THE CITY RIGHT OF WAY SHALL BE CONTROLLED BY THE CONTRACTOR BY EITHER WATER OR DUST PALLIATIVE, OR BOTH, FOR THE ALLEVIATION OR PREVENTION OF DUST NUISANCE

