CITY OF CANYON LAKE
ENCROACHMENT PERMIT APPLICATION

31516 Railroad Canyon Road, Canyon Lake, CA 92587
Phone: (951) 244-2955 Fax: (951) 246-2022

Name of Applicant: _____ **Phone #:** _____

The Applicant hereby applies for a permit to:

Excavate, construct, and otherwise encroach on City of Canyon Lake street right of way as follows:

_____

_____

_____

_____

_____

Location: _____

[Name(s) of Highway (s) and specific locations(s)]

Applicant's Mailing Address: _____

_____

Applicant's USA/Dig Alert # _____ **Emergency Phone #:** _____

Contractor's Name if different from above: _____

Contractor's License #: _____

In consideration of the granting of this application, the applicant hereby agrees to:

_____ 1.   Indemnify, defend and save the City, its authorized agents, officers, representatives and employees, harmless from and against any and all penalties, liabilities or loss resulting   from claims or court action and arising out of any accident, loss or damage to persons or   property happening or occurring as a proximate result of any work undertaken under the permit granted pursuant to this application. (See page 2 for specific requirements). Provide   a standard Accord Form with the City named as additional insured. In the event that the insurance is provided by the contractor, the City and the Owner/Developer must be named as additional insured.

_____ 2.   Remove or relocate an encroachment installed or maintained under this permit, at no cost   to the City upon written notice from the City Engineer.

_____ 3.   Notify the City Engineer at least two (2) working days in advance of the time when work will be started. Notify the City Engineer upon completion of the work.
Estimated Start Date: _____

_____ 4.   Comply with the Standard Specifications for Public Works Construction, County of   Riverside Ordinance No. 499, the terms and conditions of the permit, and all applicable rules and regulations for the City of Canyon Lake and other public agencies having jurisdiction.

_____ 5.   Provide a list of all known subcontractors prior to ISSUANCE of the Encroachment Permit.   It is the responsibility of the developer or general contractor to provide said list. The list will provide the following information: company name, authorized representative, address, telephone number (and 24-hour number if different), state contractors' license number, and Canyon Lake Business License number.

_____ 6.   Notify the inspector and/or the Public Works Department of any changes or additions to the list of contractors.

_____ 7.   Hold a preconstruction meeting prior to the start of construction. Arrangements for this meeting are to be made with the inspector who is assigned to the project. The developer or general contractor will be responsible for timely request for inspection (Encroachment Permit provision, Item No. 5). This responsibility may be delegated to the subcontractor, HOWEVER, in the event of failure to comply with any of the Canyon Lake construction standards, inspection requirement or inspection request requirement will result in reversion of responsibility to ONLY the general contractor or to ONLY the developer's representative.

_____ 8.   Submit the appropriate traffic control plan. This plan at minimum shall comply with traffic   WATCH manual.

_____ 9.   Submit three (2) sets of approved Final Work Plan with the encroachment permit application. **PERMITS WILL NOT BE ISSUED WITHOUT THE APPROPRIATE DRAWINGS BEING PROVIDED.**

_____ 10. **PROVIDE PROOF OF INSURANCE COVERAGE MEETING THE REQUIREMENTS STATED BELOW OR A CITY ATTORNEY APPROVED EQUIVALENT. ENCROACHMENT/CONSTRUCTION PERMITS WILL NOT BE ISSUED WITHOUT THE PROPER INSURANCE.**

_____ 11. Trench repair section shall be done per City of Canyon Lake standard. Additional grind and overlay shall be required as determined by the City.

THIS REQUIREMENT SHALL BE MET BY EITHER THE APPLICANT (DEVELOPER, OWNER, PUBLIC UTILITY OR FRANCHISE) OR BY THE CONTRACTOR PERFORMING THE SUBJECT WORK, PRIOR TO BEGINNING ANY OF THE WORK PROPOSED UNDER THE SUBJECT ENCROACHMENT PERMIT.

Proof of coverage shall be by certificate (Accord or equivalent) naming the City of Canyon Lake as certificate holder and the minimum coverage shall be per section 7-3 "liability insurance", Standard Specifications for Public Works Construction, most current edition. The minimum limits of the insurance are as follows:

a.   General liability: 1 million dollars ($1,000,000) per occurrence for bodily injury, personal   injury and property damage. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the project/location or the general aggregate limit shall be twice the required occurrence limit.
b.   Automobile liability $1,000,000 per accident for bodily injury and property damage.
c.   Worker's compensation is required by the State of California; employer's liability One Million Dollars ($1,000,000) per accident for bodily injury or disease.
d.   Course of construction: Completed value of the project.

The exceptions to this requirement are property owners doing work on their own properties. When submitting an encroachment permit request, the property owner must provide proof of appropriate public liability and property damage insurance, with the following minimum.

Bodily Injury	$250,000	Each Person
	$500,000	Each occurrence
	$500,000	Aggregate products and completed Completed operations
Property Damage	$100,000	Each occurrence
	$250,000	Aggregate

A combined single limit policy with aggregate limits in the amount of $1,000,000 will be considered equivalent to the required minimum limits.

THE UNDERSIGNED APPLICANT STATES THAT HE HAS READ THE CONDITIONS ON THIS APPLICATION AND AGREES TO MEET THESE CONDITIONS INCLUDING PROVISION OF REQUIRED   INSURANCE OR CITY ATTORNEY APPROVED EQUIVELANT, AND ACKNOWLEDGES THAT THIS APPLICATION WILL BE MADE A PART OF THE PERMIT.

_____
Print Name

_____   _____
Signature   Date

FOR USE BY CITY

			Paid Stamp
B.I. & P.D. Insurance	☐	Permit Fee: _____	
Workers Comp. Insurance	☐	Inspection Fee: _____	
		TOTAL: _____	

Approved By: _____

Permit #: _____   Date: _____