



City of Watsonville  
250 Main Street  
P.O. Box 50000  
Watsonville, CA 95077-5000  
Tel: (831) 768-3050

Application No: \_\_\_\_\_

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

Received By: \_\_\_\_\_

## APPLICATION FOR ON/OFF SITE PERMIT

(APPLICANT TO COMPLETE THIS SECTION)

PROJECT ADDRESS: \_\_\_\_\_

PARCEL NO: \_\_\_\_\_

SCOPE OF WORK: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLANS PREPARED BY: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

LICENSE NO: \_\_\_\_\_

FAX NO: \_\_\_\_\_

APPLICANT'S NAME: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

APPLICANT'S ADDRESS: \_\_\_\_\_

FAX NO: \_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_

PHONE NO: \_\_\_\_\_

CONTRACTOR'S ADDRESS: \_\_\_\_\_

LICENSE NO. & TYPE: \_\_\_\_\_

FAX NO: \_\_\_\_\_

I certify that the above information is correct. I agree to comply with all City Ordinances and State and Federal laws.

APPLICANT'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

☐ MINOR or ☐ MAJOR ENCROACHMENT

(FOR CITY USE ONLY)

☐ CALTRANS PERMIT REQUIRED

☐ GRADING or ☐ ON-SITE ONLY

☐ SPECIAL INSPECTION REQUIRED

☐ UTILITY or ☐ COMBO or ☐ CHANGE ORDER

2260 ☐ SECURITY REQ'D (amt \$\_\_\_\_\_)

5203 PLAN CHECK \$\_\_\_\_\_

DATE PAID: \_\_\_\_\_

RECEIPT # \_\_\_\_\_

5206 INSPECTION \$\_\_\_\_\_

DATE PAID: \_\_\_\_\_

RECEIPT # \_\_\_\_\_

5211 PERMIT FEE \$\_\_\_\_\_

DATE PAID: \_\_\_\_\_

RECEIPT # \_\_\_\_\_

## PERMIT REQUIREMENTS

No work shall commence until the City Inspector has been notified two (2) working days prior to beginning of permitted work. **To schedule an inspection with a Building Inspector, call (831) 768-3060** (24-hr recorder number) by 4:30 the day before inspection is needed. Leave a message stating the type of inspection, job address, permit number and date inspection is needed. **To schedule an inspection with a Public Works Inspector, call (831) 768-3100** 48 hours before the day the inspection is needed. Leave a message if you are transferred to the voice mail system. If you don't know which type of inspection you need call (831) 768-3050.

Each phase of work must be approved before proceeding with the next phase. Work is to be completed within 180 days of permit issuance. Permit shall expire unless a written extension request is approved in writing by the Building Official.

**Insurance.** Prior to permit issuance, permittee shall provide certificates of insurance and endorsements as satisfactory evidence of the insurance required. Certificates of insurance shall have a 30 day cancellation notice. A CG 20 10 11 85 or City-approved alternate certificate of endorsement shall accompany the insurance certificate and shall list the City as an additional insured, using the following text: "The City of Watsonville, its appointed and elected officials and employees". Permittee shall have in effect insurance policies that meet or exceed the following requirements: \$500,000 P.D, \$500,000 P.I., \$500,000 Aggregate.

**Security.** When required, security shall be in the form of a Letter of Credit, Passbook, Certificate of Deposit, Cashier's Check, or Money Order. The security shall be in the name of the City of Watsonville only and held by the City. It will be released to the individual posting it upon satisfactory completion of the improvements and acceptance of the project by the City.

**Care of drainage.** If the proposed work shall interfere with establish drainage, ample provisions shall be made, by the permittee, to provide for this drainage as may be directed by the City Engineer.

**Maintenance.** The permittee agrees by acceptance of this permit to exercise reasonable care to properly maintain any encroachments placed by it in the City streets and to inspect for and immediately repair any damage to any portion of the roadway which occurs as a result of the maintenance of the encroachment in the roadway, or as a result of the work done under this permit, including any and all damage to the roadway which would not have occurred had such work not been done or such encroachment not placed therein.

**Test results.** Upon demand, the permittee shall provide the Director of Public Works & Utilities with soil compaction test results. Compliance with compaction requirements shall be certified by a City-approved materials testing laboratory with local experience.

**Pavement replacement.** All pavement that is removed or damaged shall be replaced in one of the following ways:

1. Minimum of 8-inches of 1 ½" Class II aggregate base at 95% compaction and 4-inches of Type 'A' (City mix design) asphaltic concrete, placed in 2-inch lifts.
2. Backfill with CDF (control density fill) or 2-sack concrete slurry, with 2" type 'A' asphaltic concrete.

**Protection of traffic.** Provide protection for the traveling public. Barricades shall be placed with amber lights at night. Flagpersons shall be provided. Warning signs, lights and devices shall be placed in conformance with the requirements of the City Engineer or Inspector.

**Minimum interference with traffic.** All work shall be planned and carried out so there will be the least possible inconvenience to the traveling public at all times. Road closures are not allowed.

**Storage of material.** No material shall be stored within two (2) feet of the edge of the pavement or traveled way or within the shoulder line where the shoulders are wider than five (5) feet. No supplies or equipment shall be stored on City street.

**Cleanup.** Immediately, upon completion of work, all brush timber, material and debris shall be entirely removed. The right-of-way shall be left in the same or better condition as before work started.

**Conformance of construction.** All construction shall conform to the most current Cal Trans and City of Watsonville standards and specifications. The conditions of this permit will take precedence over standard drawings and specifications if a conflict occurs.

**Compliance with provisions of permit.** If the provisions of this permit are not complied with, the City reserves the right to do any and all work necessary to bring the right-of-way into a safe condition. The cost of this work will be charged to the permittee.

PERMIT FEES:			TOTAL: \$
INSPECTION FEES:	Grading (per CY):	CY:	\$
	Concrete (per SF):	SF:	\$
	Sewer laterals (per each):	EA:	\$
	Utility trench (per LF):	LF:	\$
	Asphaltic concrete (per SF):	SF:	\$
	Erosion control (per 1,000 SF)	SF:	\$
	Retaining walls (per SF)	SF:	\$
	Miscellaneous (per each):	EA:	\$
			TOTAL: \$
PLAN CHECK FEES:			TOTAL: \$