



CITY OF MILPITAS – ENGINEERING DEPARTMENT
 455 E. CALAVERAS BLVD, MILPITAS, CA 95035

ENCROACHMENT PERMIT APPLICATION

(Please complete all fields and type "N/A" if not applicable. All fields shall be typed or printed clearly.)

PERMITTEE INFORMATION		OFFICE USE ONLY	
1. PERMITTEE NAME:	PERMIT NO.	PRIVATE JOB ACCOUNT #:	
2. CONTACT PERSON:	ISSUE DATE:	EXPIRATION DATE:	
3. MAILING ADDRESS:			
CITY: STATE: ZIP CODE:			
4. PHONE NUMBER:	5. EMAIL ADDRESS:		
CONTRACTOR INFORMATION			
4. CONTRACTOR NAME	5. STATE LICENSE # AND CLASSIFICATION: EXP. DATE:	6. CITY BUSINESS LICENSE #: EXP. DATE:	
7. MAILING ADDRESS:			
CITY: STATE: ZIP CODE:			
8. CONTACT PERSON:	10. EMAIL:	11. PHONE NUMBER:	
DESCRIPTION OF WORK			
22. LOCATION OF THE PROPOSED WORK (SHALL BE CONSISTENT WITH THE PLAN):			
23. FULL DESCRIPTION OF THE PROPOSED WORK IN THE PUBLIC RIGHT-OF-WAY OR PUBLIC EASEMENT:			
24. IS THIS PERMIT ASSOCIATED WITH ANY EXISTING PROJECT/PERMIT? <input type="checkbox"/> NO <input type="checkbox"/> YES (IF 'YES', COMPLETE BOX NO. 25.)		25. ASSOCIATED WITH EXISTING PROJECT/PERMIT #:	
26. ATTACHED DOCUMENTS: <input type="checkbox"/> CERTIFICATE OF INSURANCE/ENDORSEMENTS <input type="checkbox"/> CONSTRUCTION PLANS <input type="checkbox"/> TRAFFIC CONTROL PLANS <input type="checkbox"/> PRIVATE JOB ACCOUNT PROCESSING FORM <input type="checkbox"/> PERMIT FEE DEPOSIT CHECK <input type="checkbox"/> ENCROACHMENT AGREEMENT (For Telecommunications or Fiber Optic) <input type="checkbox"/> OTHERS:		27. OFFICE USE ONLY - ADDITIONAL DOCUMENTS <input type="checkbox"/> IMPROVEMENT AGREEMENT <input type="checkbox"/> AGREEMENT SECURITY: <input type="checkbox"/> Surety Bonds <input type="checkbox"/> Cash Deposit <input type="checkbox"/> Certificate of Deposit <input type="checkbox"/> Company Checks Security Amount: \$ _____	
I have read the permit conditions with general provisions and any special provisions herein and as part of this Encroachment Permit Application and shall comply with them.			
Permittee Name and Title _____		Signature _____ Date _____	
PERMIT APPROVAL (OFFICE USE ONLY)			
PERMISSION IS HEREBY GRANTED to the above-named Permittee for the ENCROACHMENT specified herein on the application, subject to the conditions listed on the reverse side of this application, plus the following SPECIAL PROVISIONS:			
1. Pre-construction meeting is required? <input type="checkbox"/> YES <input type="checkbox"/> NO 2. Public notification is required? <input type="checkbox"/> YES <input type="checkbox"/> NO 3. Digital Copy of the Record Drawing is required? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Permit Issued by: Name and Title _____		Signature _____ Date _____	
PROJECT COMPLETION (FOR INSPECTOR ONLY)			
INSPECTOR'S COMMENTS:		ADDITIONAL NOTES:	
Accepted by: Project Inspector Name _____		Signature _____ Date _____	



CITY OF MILPITAS – ENGINEERING DEPARTMENT
455 E. CALAVERAS BLVD, MILPITAS, CA 95035

ENCROACHMENT PERMIT CONDITIONS

INSPECTIONS: PERMITTEE SHALL VISIT WEBSITE

<https://trakit.ci.milpitas.ca.gov/etrakit3/> OR CALL (408) 586-2797 TO SCHEDULE INSPECTION AT LEAST 48 HRS PRIOR TO ANY WORK.



USA: PERMITTEE SHALL CALL UNDERGROUND SERVICE ALERT AT 1-800-227-2600 48 HRS PRIOR TO ANY WORK.

GENERAL PROVISIONS:

In consideration of the granting of this permit and other good and valuable consideration, the undersigned and the heirs, executors, administrators and assigns of the undersigned, agree that permittee shall be responsible for all liability imposed by law for personal injury or property damage proximately caused by failure on permittee's part to perform his/her obligations under this permit in respect to maintenance. If any claim of such liability is made against the City of Milpitas, its officers, employees, or agents, permittee shall defend, indemnify and hold them, and each of them harmless from such claim. Nothing herein is intended to impose any different or higher standards or care than that required from by law. Permittee agrees to the following:

1. Permittee shall comply with City latest Standard Details and Specifications published on the City's website.
2. Permittee shall comply with City approved improvement plans as attached.
3. Permittee shall comply with City approved traffic control plans as attached and the California Manual on Uniform
4. Traffic Control Devices (California MUTCD).
5. Permittee shall maintain a copy of this permit at job site at all times.
6. Work hours shall be limited to 7 a.m. to 5 p.m., Monday-Friday, unless otherwise approved by the City Engineer.
7. The encroachment shall not obstruct access to any water meter or any other City facility.
8. Any misrepresentation of information on this form provided by the permittee shall make the permit null and void.
9. Permittee shall remove the encroachment at its own expense when required in writing by the City.
10. The City has the right to remove the encroachment without compensation to the permittee for any City purposes.
11. The City is not responsible for any repair or maintenance of this encroachment for any reason.
12. **Existing Facilities Replacement:** Any existing facilities damaged or removed shall be replaced in kind or better.
13. **Roadway Replacement:** The permittee shall replace existing roadway structural pavement section in accordance with City of Milpitas Standard Drawing No. 222 as applicable. Temporary surfacing shall be inspected daily by the contractor and repaired within 48 hours, where there is 1" uplift or settlement. Temporary surfacing shall not be used for more than two weeks and shall be removed prior to final pavement placement.
14. **Trench Backfill:** Trench backfill shall be in conformance with City of Milpitas Standard Drawing No. 220 or 222 as applicable.
15. **Pipe and Conduits:** Utility services and other conduit shall be bored or jacked under existing pavement unless specified otherwise on approved plans.
16. **Non-point Pollution Prevention:** The applicant is responsible to exercise Best Management Practices under this permit. The Best Management Practices sheet is attached and made a part of this permit. This sheet is not all-inclusive and it is the sole responsibility of the applicant to insure proper Best Management Practices to eliminate storm water pollution.
17. **Monumentation:** Contractor is responsible for preservation and/or perpetuation of all existing monuments which control subdivisions, tracts, boundaries, streets, highways, easements, or other right-of-way, easements, or provide survey control which will be disturbed or removed due to contractor's work. Contractor shall provide a minimum of 10 working-day notice to project engineer/surveyor prior to disturbance or removal of existing monuments. Project engineer/surveyor shall coordinate with contractor to reset monuments or provide permanent witness monuments and file the required documentation with the County Surveyor pursuant to Business and Professional Code section 8771.
18. **Temporary Construction:** Water based paint shall be used for all temporary markings on concrete or asphaltic pavement or other structures. All temporary markings and construction items shall be completely removed by the Contractor when they are no longer required and prior to final inspection.
19. **Cable Franchise:** By accepting this permit, the applicant/owner agrees on behalf of itself and its affiliates that it will not provide video programming (including but not limited to programming delivered using internet protocol) over its facilities located within the City's rights-of-way to subscribers within the City without first obtaining a cable franchise or an open video system franchise from the City.