



CITY OF FORT BRAGG

ANNUAL ENCROACHMENT PERMIT APPLICATION

416 N. FRANKLIN STREET
FORT BRAGG, CA 95437
(707) 961-2823

This application is for an annual encroachment permit to encroach on the City of Fort Bragg right of way as follows:

DESCRIBE WORK TO BE PERFORMED WITHIN CITY RIGHT OF WAY

PERMIT YEAR:

- Installation/Maintenance of Signs
Installation of Window Glass
Window Washing
Minor Painting Jobs (one day or less in duration and do not require the erection of scaffolding)

THE UNDERSIGNED AGREES THAT THE WORK WILL BE DONE IN ACCORDANCE WITH CITY OF FORT BRAGG STANDARDS AND SUBJECT TO INSPECTION AND APPROVAL, AS APPLICABLE.

Applicant

Phone

Address (include city and zip code)

Authorized Signature

Date Received at City Hall

TO BE COMPLETED BY CITY

LIABILITY INSURANCE REQUIRED? [ ] No [X] Yes Amount \$1 MILLION per occurrence

(Please note insurance must be non-site specific)

FEES (Account 110-0000-3731):

Issuance Fee: \$80.00

Permit Fee: \$100.00

SITE INSPECTION REQUIRED: [ ] No [ ] Yes

Contractor must notify the City Public Works Department (961-2823) twenty-four (24) hours in advance of any work being conducted. The notification needs to identify the location, the type of work to be conducted, and the expected duration of the work. Public Works staff will then determine whether an inspection is necessary

Advanced notification is not required for emergency repairs (i.e., abatement of immediate hazards), for window-washing routes, or for routine repair and maintenance activities (i.e., replacement of a light bulb).

cc: Public Works Department Police Department via FAX Applicant
Community Dev. Dept. Engineering Dept.

Logged into computer Date Initials

## ENCROACHMENT PERMIT GENERAL PROVISIONS

1. *A permit is issued under the provisions of Chapter 9.72 of the Fort Bragg Municipal Code. Except as otherwise provided for public agencies and franchise holders, the permit is revocable on five (5) days notice.*
2. It is understood and agreed by the applicant that the doing of any work under the permit shall constitute an acceptance of the provisions, terms, conditions and/or restrictions
3. *Before starting any work authorized by the permit, the permittee shall notify the Public Works Department. Such notice shall be given at least 24 hours in advance of the time work is to start.*
4. The permit shall be kept at the site of the work and must be shown to any representative of the grantor or any law enforcement officer upon demand.
5. *PUBLIC CONVENIENCE - Applicant shall so conduct operations as to offer the least possible obstruction and inconvenience to the public. Unless otherwise provided on the permit, all public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible. Spillage resulting from hauling operations along or across any public traveled way shall be removed immediately by the permittee at his/her expense. If the spillage is hazardous, the Mendocino County Office of Environmental Health must be notified at 964-2714, as well as the Fort Bragg Police Department at 964-0200.*
6. PUBLIC SAFETY - No material or equipment shall be stored where it will interfere with the free and safe passage of public traffic.
7. *An encroachment permit does not relieve permittee from the responsibility of obtaining all applicable permits and/or licenses as may, in connection with the work or activity therein described, be required from other public agencies and/or commissions. Failure by applicant to secure all necessary and applicable permits and/or licenses shall nullify the permit.*
8. LIABILITY FOR DAMAGES - Applicant is 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 the permit in respect to maintenance. In the event any claim of such liability is made against the City of Fort Bragg, or any department, officer, or employee, thereof, applicant shall defend, indemnify and hold them and each of them harmless from such claim.

Approved: \_\_\_\_\_  
(Public Works Director)

\_\_\_\_\_  
(Date)

**A FULLY EXECUTED COPY OF THIS APPLICATION SHALL CONSTITUTE A PERMIT**

**FOR CONSTRUCTION PROJECTS ONLY**

**WORKER'S COMPENSATION DECLARATION**

I hereby affirm under penalty of perjury one of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of work for which this permit is issued.
  
- I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier \_\_\_\_\_

Policy Number \_\_\_\_\_

(This section need not be completed if the permit is for one hundred dollars (\$100) or less).

- I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

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

**WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.**