

# CITY OF EL CENTRO

## Engineering Division

### Encroachment Permit Application

The City of El Centro reserves the right to revoke any Encroachment Permit at any time if concerns should arise or if the Applicant does not follow requirements and conditions.

**ENCR10-** \_\_\_\_\_

**Applicant's Information**

*(for office use only)*

Name:	Mailing Address:
Phone #:	
Fax #:	Email Address:

**WORK SITE ADDRESS – Applications without an EXACT physical address provided will NOT be accepted.**

[Example: 1275 West Main Street]: \_\_\_\_\_

Project Name (if any): \_\_\_\_\_ Proposed date to begin work: \_\_\_\_\_

**The following items are required for the approval of each Encroachment Permit unless directed otherwise by the approving engineer:**

- 1. Detailed site plan of work to be completed.**
- 2. Traffic Control Plans**
- 3. Certificate of Liability Insurance naming the City of El Centro and its employees as additionally insured.**

Description of Proposed Work: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Please allow 2 days *minimum* for approval of submittal. Call the Engineering Division *24 hours in advance* to schedule inspections. Each Encroachment Permit is effective for a period of 30 days (unless directed otherwise by approving engineer). Permits *may* be renewed an additional 30 days if approved by the Engineering Division.

**-FOR OFFICE USE ONLY-**

**The following requirements / conditions apply for this permit:**

Contact the following:     Fire - 760.337.4530     Police - 760.352.2111     Public Works - 760.337.4505  
 Underground Service Alert (2 days before digging) - 1.800.422.4133  
 Other: \_\_\_\_\_

City Conditions:     Comply with City Standards.     Provide cut / fill sheet for approval prior to inspection request.  
 Call the Engineering Division prior to pouring concrete - 760.337.5182  
 Other: \_\_\_\_\_

**Engineer's Comments:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Fee: \$188.00**