



## Encroachment Permit Application

<b>For City Use</b>	
Application Fee: \$ _____	
Inspection Date: _____	
Permit _____	No.: _____
Approved _____	

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

Permission is requested to encroach on the City street or alley right of way as follows: (Complete all items. NA if not applicable.)  
**APPLICATION IS NOT COMPLETE UNTIL ALL REQUIRED ATTACHMENTS ARE INCLUDED.**

Completed application may be submitted online, emailed to [PW@exetercityhall.com](mailto:PW@exetercityhall.com) or hand delivered to  
 City of Exeter Corp Yard 350 W Firebaugh. All fees must be paid when picking up approved permit.

- Standard permit
  Permit Extension
  Utility Annual Permit

1. Project Location (Address or street Name)		2. Assessor's Parcel No. (APN):		3. Today's Date													
4. Cross Street (Distance and Direction from Site)		5. Portion of Right-of-Way (shoulder, sidewalk, roadway etc.)															
6. Work to be Performed By: <input type="checkbox"/> Own Forces <input type="checkbox"/> Other: _____ Contractor Name: _____ Phone No.: _____		7. Foreman: Name: _____ Contact Phone No.: _____															
8. Est. Starting Date		9. Est. Completion Date		10. <input type="checkbox"/> Excavation <input type="checkbox"/> Boring													
12. Max Depth (ft.)																	
21. CHECK THE APPROPRIATE CATEGORIES BELOW WHICH DESCRIBE THE PROJECT: <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> New Construction</td> <td><input type="checkbox"/> Fire Hydrant(s)</td> <td><input type="checkbox"/> Public utility install or repair</td> </tr> <tr> <td><input type="checkbox"/> Street Light(s)</td> <td><input type="checkbox"/> Sewer connection</td> <td><input type="checkbox"/> Tree Trimming</td> </tr> <tr> <td><input type="checkbox"/> Curb/gutter, driveway approach, sidewalk, curb returns</td> <td><input type="checkbox"/> Storm drain connection</td> <td><input type="checkbox"/> Backflow</td> </tr> <tr> <td><input type="checkbox"/> Street Surfacing</td> <td><input type="checkbox"/> Water main connection</td> <td><input type="checkbox"/> Other _____</td> </tr> </table>						<input type="checkbox"/> New Construction	<input type="checkbox"/> Fire Hydrant(s)	<input type="checkbox"/> Public utility install or repair	<input type="checkbox"/> Street Light(s)	<input type="checkbox"/> Sewer connection	<input type="checkbox"/> Tree Trimming	<input type="checkbox"/> Curb/gutter, driveway approach, sidewalk, curb returns	<input type="checkbox"/> Storm drain connection	<input type="checkbox"/> Backflow	<input type="checkbox"/> Street Surfacing	<input type="checkbox"/> Water main connection	<input type="checkbox"/> Other _____
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22. FULLY DESCRIBE WORK WITHIN CITY R/W: Attach complete plans, specs, calc., maps, traffic control plan, etc., if applicable. Traffic control plans shall be in accordance with the current edition of the California Department of Transportation "Manual of Uniform Traffic Control Devices." A Vicinity Map is required with all applications.																	
23. Is the County/State or other agency involved? (Permits, Approval, etc.) <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes. List: _____			24. Related Building Permit No.														
<b>APPLICANT HAS READ THE CITY OF EXETER'S ENCROACHMENT REQUIREMENTS AND AGREES TO ALL THE RULES AND REGULATIONS SET FORTH IN ORDINANCE NO 307 AND RESOLUTION NO. 127 (ATTACHED).</b>																	
Contractor or Applicant (Circle One): _____ INITIALS		Company:		Phone:													
Address:		City:		State:													
Authorized Signature:		Contractor's License No.:		Email Address:													
Print Name:		Title:		Date:													

**SUBMIT**

**PRINT**



# The City of Exeter

## Title 12 - STREETS AND SIDEWALKS

### Chapter 12.04 - EXCAVATIONS

- 12.04.010 - Permit--Required.

Before cutting the surfacing of any city street, alley, sidewalk, or other public property or excavating in any public right-of-way, a written permit to do so must first be obtained from the city clerk. Any such permit must be obtained at least twenty-four hours before any such cut is made. Any excavation made in connection with any such cut or excavation must not remain open for more than forty-eight hours unless an extension of time is granted by the city engineer.  
(Ord. 307 §1, 1974).

- 12.04.020 - Permit-Restrictions.

Street cut or right-of-way excavation permits shall be issued only to contractors licensed by the state for the work being performed or to public utilities serving the city.  
(Ord. 307 §2, 1974).

- 12.04.030 - Annual permits Public utilities.

Public utilities may be granted annual permits for street cut purposes, by predepositing the estimated cost of such permits and filing notices of work to be done, or, in the case of emergency repairs, work performed, with the city clerk.  
(Ord. 307 §3, 1974).

- 12.04.040 - Regulations.

The city council will adopt, by resolution, regulations regarding street cuts, including but not limited to barricading, backfilling and street patching.  
(Ord. 307 §4, 1974).

- 12.04.050 - Fees.

The city council shall adopt, by resolution, the fees to be charged by the city to cover its costs of permit issuance and/or inspection.  
(Ord. 307 §5, 1974).