



## PUBLIC WORKS AND ENGINEERING

### *Encroachment Permit*

City of Stanton | 7800 Katella Avenue, Stanton, CA 90680 | StantonCA.gov

## **ADDITIONAL COMMENTS FOR UTILITY COMPANIES AND PUBLIC AGENCIES**

1. Except for emergency cuts, utility companies and public agencies, or their contractors, shall obtain Public Works Permits for all excavations, backfilling and re-surfacing within the public right-of-way, prior to commencement of work.
2. Emergency cuts are defined as emergency repairs necessary to protect the public health, safety and welfare in which time is of the essence. Emergency cuts by utility companies or public agencies may be performed without prior approval, provided that a Public Works Permit is obtained as soon possible no later than twenty-four (24) hours after the emergency work. In the event the emergency work is performed afterhours when City Hall is closed, a permit must be obtained the next business day. The public works permit fee for the emergency work must be paid during this time frame.
3. Utility companies or public agencies shall submit Public Works Permit applications and plans to the Engineering Division prior to issuance of permits. Emergency repairs do not require prior plan approval. All emergency excavation, backfill and re-surfacing shall be in accordance with Standard Specifications for Public Works Construction (Greenbook) and City of Stanton Standards.
4. All work shall be planned and carried out so that there will be the least possible inconvenience to the traveling public. Traffic control plans must be submitted to the City of Stanton for approval prior to beginning work (must follow the California Joint Utility Traffic Control Manual or WATCH Manual). Traffic control plans prepared by a registered Traffic Engineer may be required, at the discretion of the City Engineer.
5. All repair work associated with the permit must be completed within two weeks of the start date of the permit, unless otherwise approved by the City. Work not completed within this time frame may be required a separate encroachment permit and payment of fee.
6. In addition to applying for Public Works Permits, utility companies shall provide a monthly list of all work performed in the City. Said list shall be submitted to the City Engineering Division at the end of each month and shall include the Permit numbers, dates the work was performed, and status of work.