



CITY OF RIALTO
PUBLIC WORKS DEPARTMENT

335 W. Rialto Avenue, Rialto, CA 92376
Phone: (909) 421-4999 • Fax: (909) 421-7210
www.yourrialto.com

ENCROACHMENT PERMIT APPLICATION

Applicant:
Address:
City/ State/Zip:
Phone: () Fax: ()
Email:
Contractor License #/Type: Expiration Date:
Proposed Start Date:

PERMIT/TRAKIT NO.

PERMIT TYPE
ANNUAL
STANDARD
A Standard Permit is valid for a period of 180 days Only. Upon expiration, a new permit must be submitted and all fees paid at resubmission.
SUBMITTAL DATE:
EXPIRATION DATE:

FOR OFFICE USE ONLY
DATE:
ENTERED BY:

Said work to be in conformance with Encroachment Permit General Provisions, applicable City Ordinances, and/or according to City Specifications for such work, and to the satisfaction of the City Engineer.

Permission is requested to open the following street/address: Street
between Street and Street
For the purpose of:

For the duration of:

APPLICANT MUST PROVIDE PROOF OF THE FOLLOWING:

- 1. Current Business License with the City of Rialto. Business License #: Expiration Date:
2. Certificate of General Liability Insurance, including additional Insurance Endorsements, in the minimum amount of \$1 Million dollars, naming the City of Rialto as additionally insured. Insurance Expiration Date: (Note: The permit is valid until the insurance expiration date.)
3. Plans/Drawings of work to be performed.
4. Traffic Control Plans in conformance with policies, methods and procedures described in the CA MUTCD, CATTCH or WATCH.

NOTE: Applications will not be accepted unless ALL items are provided. If upon review of the permit, it is determined that other conditions are necessary, those conditions will be attached to this permit.

Hours of work are from 7:00 a.m. to 5:00 p.m. Monday through Thursday unless otherwise approved by the City Engineer.

Contractor must contact Underground Service Alert at 1 (800) 442-4133 to have utilities marked out before the pre-construction meeting. All AC street cuts must be restored per City Standard No. SC-231. Where applicable, restorations must also abide by City Council approved moratorium requirements. After approval of the permit, the Contractor will contact the City's Inspector and set up a time for a pre-construction meeting. The City's Inspector must have a minimum of 48-hours notification prior to scheduling of a pre-construction meeting and construction. Location of all utility cabinets or structures are subject to review, and may require an MDRA to be processed through Development Services Department, Planning Division. To set up a pre-construction meeting please contact the Public Works Department at (909) 421-7294.

FEES:
Annual fee \$120.00 + \$363.00 for each standard (20 sq. ft.) street cut
Standard Street Cut \$363.00 (20 sq. ft.)
Street Cut Up to 1,000 Lf \$363.00 + Lf x \$1.80 per Lf = \$
Street Cut Over 1,000 Lf \$2,163.00 + Lf x \$1.20 per Lf = \$

Applicant's Signature Date
Permit Issued By Date
Permit Approved By Date