



**ENCROACHMENT PERMIT
(TRAFFIC)**

DEPARTMENT OF PUBLIC WORKS
50 PARK PLACE
BRISBANE, CA 94005
PHONE (415) 508-2130
FAX (415) 467-5547

DATE: _____

PROJECT LOCATION: _____

ENCROACHMENT PERMIT APPLICATION (TRAFFIC)
(SEE BRISBANE MUNICIPAL CODE SECTION 12.04 FOR APPLICATION PACKET REQUIREMENTS)

THIS PERMIT IS NOT VALID UNTIL SIGNED BY THE CITY OF BRISBANE

APPLICANT NAME	CONTRACTOR NAME
COMPANY	COMPANY
ADDRESS	ADDRESS
TELEPHONE	TELEPHONE
OWNER NAME AND ADDRESS	CONTRACTOR'S LICENSE NO: CONTRACTOR'S CLASS A LICENSE NO: CITY BRISBANE LICENSE NO:
TELEPHONE	24 HOUR TELEPHONE

Project related to current building permit: YES NO If YES, Building permit No.: _____
 Project related to current planning application: YES NO If YES, Planning App. No.: _____
 Project related to current encroachment permit: YES NO If YES, Permit Date: _____

APPLICATION IS HEREBY MADE TO:

WORK IN: STREET SIDEWALK PLANTER STRIP MANHOLES OTHER - DESCRIBE BELOW

PURPOSE: BLOCK PARKING BLOCK SIDEWALK PLACE DUMPSTER CLOSE LANE OF TRAFFIC

- CLOSE SAN FRANCISCO AVENUE NEAR PARK FOR CAR WASH, ETC. (REQUIRES P & R CLEARANCE)
- UTILIZE ANY PORTION OF SHARED USE PARKING AT SIERRA POINT (REQUIRES HARBORMASTER CLEARANCE)
- USE OF SOUND AMPLIFYING EQUIPMENT (REQUIRES PLANNING DIRECTOR REVIEW PER BMC 8.28.070)
- MORE THAN 100 PARTICIPANTS/SPECTATORS ANTICIPATED (REQUIRES BRISBANE POLICE DEPARTMENT CLEARANCE)
- RETAIL SALES OF ANY KIND OR ANY SOLICITATION IS PROPOSED (REQUIRES BRISBANE POLICE DEPARTMENT CLEARANCE)
- SALE AND/OR CONSUMPTION OF ALCOHOL IN PUBLIC IS REQUESTED (REQUIRES BRISBANE POLICE DEPARTMENT CLEARANCE)

AND OTHERWISE ENCROACH BY:

PER PLANS DIAGRAM

ESTIMATED START DATE: _____ ESTIMATED COMPLETION DATE: _____ WORKING HOURS REQUESTED: _____

I HEREBY AGREE TO ACCEPT AND ABIDE BY THE GENERAL ENCROACHMENT PERMIT PROVISIONS; THE CONDITIONS OF APPROVAL LISTED ON THIS PERMIT AND CHAPTER 12.04 OF THE BRISBANE MUNICIPAL CODE.

PERMITEE: _____ DATE: _____

TITLE: _____ COMPANY: _____

PARKS & RECREATION CLEARANCE FOR SAN FRANCISCO AVENUE CLOSURE APPROVED DENIED

DATE: _____ BY: _____

MARINA CLEARANCE FOR SHARED USE PARKING AT SIERRA POINT APPROVED DENIED

DATE: _____ BY: _____

BRISBANE POLICE DEPARTMENT CLEARANCE APPROVED DENIED

DATE: _____ BY: _____

THIS PERMIT IS TO BE STRICTLY CONSTRUED AND NO WORK OTHER THAN THAT SPECIFICALLY MENTIONED ABOVE IS AUTHORIZED HEREBY. PERMIT EXPIRES IN 90 CALENDAR DAYS IF WORK IS NOT STARTED.

DATE GRANTED: _____ BY: _____

DATE EXPIRES: _____ DATE EXTENDED/BY: _____ DATE EXTENDED/BY: _____

DATE WORK COMPLETED _____

FINAL INSPECTION: DATE: _____ INSPECTED BY: _____

CC: Police Department, Fire Department, Public Works Inspector, Recreation Department, Marina

GENERAL TRAFFIC PERMIT PROVISIONS

1. All work shall be done in conformance with the approved plans.
2. This letter shall be kept on the premises at all times.
3. No work shall be performed during hours other than normal working hours, which are Monday through Friday 8:00 a.m. to 5:00 p.m. For working hours other than specified, a special request in writing must be submitted for approval and the appropriate fees will be collected.
4. No work shall be done on the weekend without a special weekend permit issued by the Director of Public Works/City Engineer.
5. No work, traffic control, lane closures, or traffic detours will be allowed within traffic lanes of Bayshore Boulevard, Guadalupe Canyon Parkway, Valley Drive, North Hill Drive, Tunnel Avenue, Lagoon Road, and Sierra Point Parkway before 9:00 a.m. or after 4:00 p.m. Monday through Friday, except between 7:00 p.m. and 6:00 a.m.
6. Construction noise limitations shall be as specified in BMC 8.28.60 A and 8.28.60 B.
7. All Contractors and subcontractors shall obtain a City of Brisbane business license prior to performing any work within the City.
8. All traffic control measures shall be per the plan submitted and approved by City prior to start of operations. City reserves the right to adjust or require additional traffic control measures if in the City Engineer's sole judgment such adjustment or additional measures are necessary.
9. Staging, including the storage of equipment and stockpiling of materials, shall not be allowed within the public right-of-way. Upon demand of City, Permittee shall provide written proof of permission to utilize private property within City limits for staging.
10. Construction equipment will be allowed to transit the public right-of-way with proper traffic control, including flagging, in order to access the jobsite. Permittee shall provide proper safety measures at all times.
11. Trucks delivering materials shall not block public traffic at any time.

CONDITIONS OF APPROVAL