CITY OF OAKDALE PUBLIC SERVICES

Engineering / Encroachment Permit

CONTRACTOR INFORMATION

CONTRACTOR: _____ TELEPHONE: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

CONTRACTOR LICENSE NO.: _____ CITY BUSINESS LICENSE NO.: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

Forward permit copy by: ☐Mail, ☐Fax, or ☐E-Mail:

ENCROACHMENT INFORMATION

Scope of Work: _____

_____

_____

Location / Address: _____

Work Start Date: _____

Est. Duration: _____

Submit ***completed*** application with scaled drawings clearly showing the full scope of work. Fees to be collected after review.

Please allow a minimum of 96 Business hours for the review of this permit. The Undersigned hereby agrees to comply with specifications and ordinances set forth by this permit.

*All Work Within the City Right of Way and All Connection to City Utility Services must be Applied for and Conducted by a Contractor Licensed by the State of California.

**** Per Streets Section 2.27 of the Oakdale Improvement Standards, City Streets are subject to a 5- year Moratorium. Any work within a moratorium requires City Engineers Approval and Full Restoration. Additional Conditions May Apply**

Additional Notes & Fees:

- Deposits listed are the minimum amounts. The City Reserves the right to request a different deposit (lower or higher) based on the complexity of project or frequency of inspections needed
- For deposit-based submittals, applicants shall pay for the City staff time and contract service provider time and materials required to process the application.
- Initial Deposit will be collected and held by the city in a deposit account at the time the application Is approved. Project billing will be charged to that account. Positive balance it required at all times, if the deposit gets below 20% of the initial deposit, the applicant will be notified to supplement the deposit account with extra funds determined by City Staff
- Civil Improvements, Map review, Engineering and Public Works Plan Check are subject to fees included in the master fee schedule.
- Permit Extensions are subject to $163 Fee
- Plan Revisions are subject to $82 Fee
- City Staff time charged to deposit will be billed at an hourly rate of $163
- Contract and Attorney services will be billed at Time & Material Plus 15%
- Failure to restore public improvement as required will incur a penalty of $150 per day
- Commencing work without a valid permit will result in double fees

EXPIRATION: If the work is not started within 60 days of the work start date, this permit shall be null and void.
INSPECTIONS: To schedule inspections, call Public Works Monday – Thursday at (209) 845-3640 at a minimum of 48-hours in advance. Refer to page 3 for required inspections.

Applicant's Signature: _____ Date: _____

Print Name: _____

CITY OF OAKDALE PUBLIC SERVICES

Engineering / Encroachment Permit

FOR CITY USE ONLY

ENCROACHMENT PERMIT TYPE:

Permit Processing Fee: ☐ $200 (Only for Trenching/Excavation for Infostructure Installation)

Bell Hole/Bore Pit (4'x4'):.....	☐ $400 (Per Location)	☐ $140 Each: #_____ Total: $_____
Street Trench/Cut:	☐ $400 (Per Location)	☐ $140 Each add'l 100 linear ft – Total: _____
Sidewalk Resident:.....	☐ $250 (Minimum)	☐ Large Project Inspection Deposit $_____
Sidewalk Commercial:.....	☐ $450 (Minimum)	☐ Large Project Inspection Deposit $_____
Curb/Gutter Resident:	☐ $250 (Minimum)	☐ Large Project Inspection Deposit $_____
Curb/Gutter Commercial:	☐ $450 (Minimum)	☐ Large Project Inspection Deposit $_____
Driveway Apron Resident:	☐ $250	☐ Not Applicable
Driveway Apron Commercial:	☐ $450	☐ $225 Each Additional (Commercial Only)
Temporary Encroachment:	☐ $408 (Up to Two Days)	
	☐ $163 (Each additional day)	
	☐ $1630 (Work expected to last less than 2 Weeks)	
	☐ Work expected to last longer than 2 weeks. Additional Deposit: $_____	
Permanent Encroachment:	☐ $425	
Traffic Control Plan Review:.....	☐ $163 (Minor – Lane Closures)	☐ $652 (Major – Detours)
Misc. Permit Fee:	☐ $275 (See Master Fee Schedule)	
Easement Request:	☐ $3,000 Deposit (Minimum)	☐ Deposit Amount $_____
Excess Plan Review:	☐ $163 (1 hour)	☐ Additional Hours _____ Total: $_____

Exempt Permit ☐ **Reason:**

TOTAL DUE: $ _____

PAID: ☐ CASH ☐ CREDIT CARD ☐ CHECK _____

Make checks out to "City of Oakdale"

Public Services Approval of Permit: _____ Date: _____

Conditions: _____

Permit No. _____

Date Issued _____

PUBLIC WORKS STAMP (Permit invalid if not stamped)

CITY OF OAKDALE PUBLIC SERVICES

Engineering / Encroachment Permit

Inspections: (FOR CITY USE ONLY)

Required Inspections	Passed By*	Date
☐ Pre-activity walk-through		
☐ Traffic Control Plan		
☐ Traffic Controls Maintained		
☐ Exposed utility line		
☐ Utility Connection, and / or testing		
☐ Sub-grade/backfill compaction		
☐ Aggregate base compaction		
☐ Forms/Rebar		
☐ Concrete mix, finish		
☐ Asphalt paving		
☐ Striping, Signage		
☐ Irrigation		
☐ Planting		
☐ Completion/Removal, Cleanup		
☐ Water System Disinfection		
☐ Final Inspection for acceptance or dedication		
☐ _____		

*City's Authorized Inspector: _____ _____ _____

Print Name: Signature – All Work Accepted Date

Please call USA North before you dig. It's the law and it's *FREE.*

Standard Conditions

1. All work shall comply with the Oakdale Municipal Code, applicable City ordinances, resolutions, adopted standards and specifications, and all permit conditions. The permittee is responsible for ensuring all contractors comply. Issuance of a permit does not grant a property right.
2. A copy of the approved Encroachment Permit shall be kept on-site at all times. Work shall be limited to the approved location, limits, and duration.
3. Permittee shall provide all traffic control, signage, barricades, and maintain ADA-compliant pedestrian access and emergency access.
4. Permittee is responsible for locating and protecting all utilities and repairing any damage at their sole cost.
5. All work and restoration shall meet City standards and restore improvements to equal or better condition.
6. All concrete removed or damaged as a result of permitted work including sidewalk, curb, gutter, driveway, valley gutter, curb ramps, or other concrete improvements shall be replaced panel to panel to the nearest existing joint, weakened plane joint, or score line. Partial panel patches are not permitted.
7. All pavement and concrete cuts shall be sawcut with clean, straight, and vertical edges prior to excavation. Feathered edges are not permitted
8. Asphalt concrete restoration limits shall be as directed by the City Inspector and may include full lane width, lane-line-to-lane-line, or intersection-to-intersection restoration when required to maintain pavement integrity.
9. Work within streets subject to the City's street moratorium is prohibited unless expressly approved by the Engineering Department. Additional restoration measures, including slurry seal or full-width treatments, may be required as a condition of approval.
10. The permittee shall keep the work area, adjacent streets, sidewalks, and storm drainage facilities free of debris, dirt, and construction materials at all times. Any impacted storm drains or sewer facilities shall be cleaned at the permittee's expense.
11. Work shall not proceed past designated inspection points including backfill, concrete placement, and final restoration without City inspection and approval. Any work covered without inspection may be required to be uncovered at the permittee's expense.
12. Boring or trenchless methods require Engineering department approval, bore path plans, and as-built documentation.
13. Pre- and post-construction CCTV inspections are required for boring/trenchless work. All footage and reports shall be submitted to the City and accepted prior to permit close-out. Any damage identified shall be repaired at the permittee's sole cost.
14. All work is subject to City inspection. Failure to comply may result in stop-work orders.
15. The permittee shall be responsible for all settlement, failure, or deterioration of restored areas for a minimum of one (1) year from City acceptance. Any corrective work required by the City shall be completed promptly at the permittee's expense.
16. Permittee shall indemnify and hold harmless the City from claims arising from the permitted work.
17. Permit close-out requires completion of restoration and submission of all required documentation, including CCTV when applicable.
18. Violations may result in enforcement actions, cost recovery, or permit revocation.

City of Oakdale

Erosion and Sediment Control Plan (ESCP)
Worksheet for Small Construction Projects

Project Name:

What is this document for?

The City's Phase II MS4 NPDES General Permit issued by the State Water Board to the City, requires the City to develop and maintain a program to assure that sediment and other pollutants from construction activities do not flow into the City's storm water drainage system and, subsequently, impact local receiving waters. The City's Permit requires the City to require the owner of any construction project having soil disturbance to submit an Erosion and Sediment Control Plan (ESCP). The ESCP must identify potential sources of erosion and sedimentation associated with the project and identify the control measures (best management practices or BMPs) used to prevent erosion and control sedimentation within the project. This document is a worksheet to assist owners of small projects to determine appropriate control measures for their project.

Who is required to complete this document?

All construction projects that have soil disturbance and pass through plan check or the City's permitting process must develop an ESCP. Projects having more than 1 acre of soil disturbance or those projects that are part of a larger common plan may be required to comply with the State Water Board's Construction General Permit (CGP), which requires the development of a Storm Water Pollution Prevention Plan (SWPPP). For these larger projects, the CGP-required SWPPP may be submitted in lieu of the ESCP. For all other projects (small projects) having less than 1 acre of soil disturbance or those that qualify for a waiver or exemption from the CGP, they must submit an ESCP using this worksheet.

What is required in this document?

This worksheet requires basic project and contact information, as well as, basic site information including location, status, approximate start and end dates and the area of soil disturbance.

The Best Management Practices (BMPs) that will be used during construction are also required to be identified.

A basic site map showing the project boundaries, adjacent streets, storm drain inlets, placement of BMPs, and where construction work will be occurring is required to be included.

BMPs, as defined on the EPA's website, is "*a term used to describe a type of water pollution control. Storm water BMPs are techniques, measures or structural controls used to manage the quantity and improve the quality of storm water runoff. The goal is to reduce or eliminate the contaminants collected by storm water as it moves into streams and rivers.*"

For more details on BMPs please visit the California Storm Water Quality Association's website at:
www.casqa.org/resources/bmp-handbooks

or Caltrans's website at:
www.dot.ca.gov/hq/construc/stormwater/manuals.htm

1 Project Information

Project Name:	
Project Address:	
Project Size: (Indicate sq. ft. or acres)	
Anticipated Construction Start Date:	
Anticipated Construction End Date:	
Approximate Soil Disturbance: (Indicate sq. ft or acres)	
Number of Storm Drain Inlets within 50 ft. of the soil disturbance.	

2 Owner Information

Name:	
Address:	
Phone Number:	
Email:	

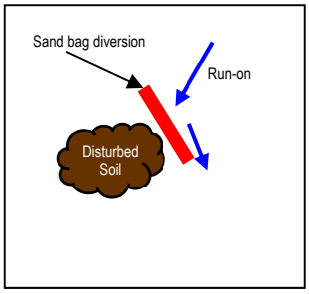
3 Contractor Information

Name:	
Company Name:	
Address:	
Phone Number:	
Email:	

4 Best Management Practices

4.1 Run-On Control BMPs

When surface flow of storm water runoff is allowed to pass through disturbed soils at an active construction project it can mobilize sediment and carry it into the municipality's storm drainage system and into the local receiving waters. This results in deposition of sediment in the municipal drainage system which causes more frequent maintenance and can cause flooding. The sediment is also harmful to the local waterways.



Does storm water have the potential to run-on to the construction site?	❑ Yes ❑ No
If yes, will storm water surface flow be diverted around any disturbed soil areas? Show how it will be diverted on the site map.	❑ Yes ❑ No

4.2 Erosion Control BMPs

The definition of erosion is the detachment of soil particles. These particles can become detached by rain, wind, or construction activity. Although construction, by nature, disturbs soil. It is vital to place a temporary or permanent covering over disturbed soil as soon as possible. Projects are not allowed to leave areas of exposed soil that do not have a cover. On the table below and on the site map show how you will prevent erosion at your project.

CASQA Fact Sheet	BMP Name	BMP Selected? (Check Box)	Describe the BMP to be implemented. If not used, state the reason why.
EC-1	Scheduling (work will be conducted during the dry season)		
EC-2	Preservation of Existing Vegetation (existing vegetated areas will not be disturbed)		
EC-4	Area to be vegetated with landscaping, turf, or hydroseeding		
EC-7	Temporary Erosion Control using an erosion control blanket or geotextile		
EC-6 & EC-8	Area covered with a temporary or permanent mulch including straw, wood, compost, hydromulch, or equivalent		
EC-16	Non-Vegetated Stabilization (covered with aggregate, paving, permanent structures / surfaces)		
WE-1	Wind Erosion Control (kept moist to prevent wind erosion)		

4.3 Temporary Sediment Control BMPs

Sediment control is accomplished by two ways. First, giving sediment every opportunity to settle out of storm water runoff while still on the project. Second, remove sediment from surfaces that has been carried or tracked off site before it enters the municipal drains. Each project must have effective perimeter sediment control. Drain inlets within 50 feet of the project must be protected. Any visible track out or sedimentation onto municipal property must be removed as soon as possible. On the table below and on the site map show how you will control sediment at your project.

CASQA Fact Sheet	BMP Name	BMP Selected? (Check Box)	Describe the BMP to be implemented. If not used, state the reason why.
SE-1	Temporary Silt Fence		
SE-2 or SE-3	Sediment basin or trap (all or some of the storm water drains to a retention pond or basin where sediment can settle out)		
SE-5	Temporary Fiber Rolls / Straw Wattles		
SE-6 or SE - 8	Temporary Gravel Bag Berm or Sand Bag Barrier		
SE-7	Street Sweeping (inspect roads and sidewalks daily and sweep as necessary)		
MS4 Standard	Curb cutback (maintain a minimum of 4 inches of elevation difference between the disturbed soil and the top of the existing curb, sidewalk, or paved surface)		
SE-10	Temporary Drain Inlet Protection (mandatory for any DI's within 50 feet of the project)		
SE-13	Compost Socks / Biofilter Bags		
MS4 Standard	Stabilized Construction Exit – Constructed with aggregate at the project owner's specification, but it must be effective in controlling trackout.		
TC-2	Stabilized Construction Roadways		
WM-03	Stockpile Management (stockpiles that have not been actively used in the last 14 days must be covered with an erosion control blanket or plastic sheeting and contained with a fiber roll or gravel bag berm)		

4.4 Non-Storm Water Pollution Control BMPs

The City ordinances prohibit the discharge to its municipal drainage system of any wash water, unpermitted construction site dewatering, saw-cutting or grinding slurries, unpermitted hydrotest water, chlorinated swimming pool or fountain water, concrete or paint wash out, or spills of hazardous materials or other substances. On the table below, list any of the activities that may apply to your project; and on the site map show the location of these activities.

CASQA Fact Sheet	BMP Name	Activity Planned? (Yes/No)	Describe the BMP to be implemented. If not used, state the reason why.
NS-3	Paving, Sealing, Saw-cutting, Coring, and Grinding Operations		
NS-7	Potable Water / Irrigation Testing and Discharge to the Municipal Drainage System		
NS-8	Vehicle and Equipment Cleaning Performed on Site		
NS-9 & WM-04	Vehicle and Equipment Fueling Performed on Site		
NS-10	Vehicle and Equipment Maintenance Performed on Site		
NS-12/13 & WM-08	Concrete, Stucco, Plaster, Tile, or Masonry Work		
WM-09	Temporary Sanitary Waste Facilities (port-a-potties)		
WM-01	Storage of Hazardous Materials on the Project Site (paints, solvents, acids, fuel, lubricants, etc.)		

5 Site Map (draw map below or attach another map)