



## ENCROACHMENT PERMIT STANDARD NOTES

### 1. INSPECTIONS

UPON ISSUANCE OF THE ENCROACHMENT PERMIT, THE PERMITTEE MUST NOTIFY THE PUBLIC WORKS DEPARTMENT 48 HOURS PRIOR TO THE START OF WORK BY SCHEDULING AN INSPECTION AT THE FOLLOWING LINK: [HTTPS://WWW.HALF-MOON-BAY.CA.US/182/BUILDING-INSPECTION](https://www.half-moon-bay.ca.us/182/building-inspection) BE SURE TO LEAVE YOUR NAME, CONTACT INFORMATION, PROJECT ADDRESS, PERMIT NUMBER AND ANTICIPATED START DATE. INSPECTIONS HOURS - BETWEEN 7 A.M. TO 3:30 P.M.

### 2. BACKFILL COMPACTION

BACKFILL COMPACTION SHALL BE OBSERVED BY THE PUBLIC WORKS INSPECTOR OR CERTIFIED BY A GEOTECHNICAL ENGINEER.

### 3. CONSTRUCTION WORK HOURS

CONSTRUCTION WORK IN THE PUBLIC RIGHT-OF-WAY SHALL BE LIMITED TO THE HOURS OF 7:00 A.M. TO 6:00 P.M; HOWEVER, ANY NOISE GENERATING OPERATIONS SHALL NOT START UNTIL 8:00 A.M. MONDAY THROUGH FRIDAY. NO WORK SHALL OCCUR ON SATURDAYS, SUNDAYS AND CITY HOLIDAYS WITHOUT WRITTEN APPROVAL FROM CITY ENGINEER.

### 4. NOTIFICATION LETTERS

CONTRACTOR SHALL PROVIDE WRITTEN NOTIFICATION TO ALL AFFECTED RESIDENTS AND PROPERTY OWNERS, POLICE AND FIRE, A MINIMUM OF ONE WEEK PRIOR TO THE START OF WORK.

### 5. MATERIAL STORAGE WITHIN THE CITY RIGHT-OF-WAY

CONSTRUCTION MATERIAL SHALL NOT BE STORED IN THE STREET RIGHT-OF-WAY WITHOUT PRIOR APPROVAL FROM THE CITY ENGINEER.

### 6. PEDESTRIAN SAFETY

SAFE PEDESTRIAN ACCESS SHALL ALWAYS BE MAINTAINED DURING CONSTRUCTION. TRENCHES IN PUBLIC TRAVELED WAYS MUST BE BACKFILLED AND CAPPED WITH TEMPORARY PAVING AT THE END OF EACH DAY'S WORK. NO OPEN TRENCHES WILL BE ALLOWED TO REMAIN OPEN OVERNIGHT.

### 7. PROTECT EXISTING IMPROVEMENTS

ALL UTILITIES, SIDEWALKS, STREET TREES, CURB AND GUTTER, OR OTHER IMPROVEMENTS WITHIN THE PUBLIC RIGHT-OF-WAY SHALL BE PROTECTED IN PLACE. ANY DAMAGE TO IMPROVEMENTS RESULTING FROM WORK SHALL BE REPLACED OR RESTORED IN ACCORDANCE WITH CITY STANDARDS, TO THE SATISFACTION OF THE CITY ENGINEER.



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### 8. RESTORATION

ALL TRENCHING, PAVEMENT, CURB AND GUTTER, DRIVEWAYS, SIDEWALKS AND OTHER PUBLIC IMPROVEMENTS IMPACTED BY WORK SHALL BE FULLY RESTORED IN ACCORDANCE WITH CITY STANDARDS. RESTORATION WORK MUST BE COMPLETED PRIOR TO CLOSE-OUT OF THE PERMIT. ALL RESTORATION WORK SHALL BE REVIEWED AND APPROVED BY THE CITY ENGINEER OR PUBLIC WORKS INSPECTOR PRIOR TO ACCEPTANCE OF IMPROVEMENTS.

TO OBTAIN A COPY OF STANDARD DETAILS, PLEASE VISIT [HTTPS://WWW.HALF-MOON-BAY.CA.US/](https://www.half-moon-bay.ca.us/)

### 9. PARKING RESTRICTIONS

TEMPORARY "NO PARKING" SIGNS SHALL BE PLACED A MINIMUM 72 HOURS PRIOR TO START OF WORK. PARKING RESTRICTIONS ARE LIMITED TO THOSE AREAS IDENTIFIED IN PLANS. ANY REVISIONS TO THE PARKING PLAN MUST BE REVIEWED AND GRANTED WRITTEN APPROVAL BY THE PUBLIC WORKS DEPARTMENT.

### 10. UNDERGROUND SERVICE ALERT

CONTRACTOR IS RESPONSIBLE FOR VERIFICATION AND PROTECTION OF ALL EXISTING UNDERGROUND UTILITIES. USA SHALL BE NOTIFIED FOR ASSISTANCE IN THIS MATTER AT 811, PRIOR TO ANY EXCAVATION. THE CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ALL USA MARKINGS UPON COMPLETION OF WORK.

### 11. STORM WATER PROTECTION

CONTRACTOR SHALL INCORPORATE ALL NECESSARY EROSION AND SEDIMENT CONTROL MEASURES TO PREVENT ILLICIT DISCHARGE OF SEDIMENT, SPOILS, OR CONSTRUCTION WASTE INTO THE CITY'S STORM DRAIN SYSTEM.

ALL WORK SHALL ADHERE TO SAN MATEO CONSTRUCTION BEST MANAGEMENT PRACTICES (BMPS). TO OBTAIN A COPY OF THE CONSTRUCTION BMP SHEET, VISIT:

[HTTPS://FLOWSTOBAY.ORG/PREVENTING-STORMWATER-POLLUTION/WITH-NEW-REDEVELOPMENT/CONSTRUCTION-BEST-PRACTICES/](https://flowstobay.org/preventing-stormwater-pollution/with-new-redevelopment/construction-best-practices/)

### 12. TRAFFIC CONTROL

TRAFFIC CONTROL (SIGNAGE, CONE SPACING, TAPER LENGTH, LINE OF SIGHT, ETC.) SHALL CONFORM TO CALTRANS STANDARD TRAFFIC CONTROL PLANS AND CAMUTCD STANDARDS FOR TRAFFIC CONTROL IN CONSTRUCTION AND MAINTENANCE ZONES.

TRAFFIC CONTROL SHALL BE IMPLEMENTED IN ACCORDANCE WITH THE APPROVED TRAFFIC CONTROL PLAN. ANY DEVIATION TO THE PLAN MUST BE APPROVED BY THE CITY ENGINEER OR PUBLIC WORKS INSPECTOR.