

DEPARTMENT OF PUBLIC WORKS



Road Operations - Permits
455 County Center, 2/FI.
Redwood City, CA 94063
(650) 363-1822

Ann M. Stillman
Interim Director of Public Works

Submit application online:
<https://aca-prod.accela.com/smcgov/Welcome.aspx>

ENCROACHMENT PERMIT APPLICATION

Complete all fields

To Whom It May Concern:

The undersigned hereby applied for permission to excavate, construct and/or otherwise encroach upon the Right-of-Way of the County of San Mateo road(s) listed:

DESCRIBED LOCATION OF PROPOSED ACTIVITY <Site Address>

DESCRIBED PROPOSED ACTIVITY: <Attach site plan and details of construction>

NOTE: State of California Government Code Sections 4216 through 4216.24 require an INQUIRY IDENTIFICATION NUMBER be assigned to every person planning to conduct an excavation in a Public Right-of-Way or Private Easement. If applicable, the applicant (or owner's representative/contractor) shall call the "USA" Regional Notification Center at 811 or 800-642-2444 a minimum of two (2) days prior to commencing that excavation. **NO PERMIT TO EXCAVATE ISSUED BY SAN MATEO COUNTY SHALL BE VALID UNLESS THE APPLICANT HAS OBTAINED AN INQUIRY ID NUMBER FROM "USA."**

PROPOSED ENCROACHMENT DATE(S): START _____ FINISH _____

Applicant agrees to accomplish the described activity in accordance with applicable County of San Mateo Codes, Ordinances, Regulations, Restrictions, Standards, and Specifications, and to be subject to inspections and approval by the Dept. of Public Works.

_____ Applicant shall indemnify and save harmless the County, its officers, agents, employees and servants from all claims, suits or
initials actions on every name, kind and description, brought for, or on account of, injuries to or death of any person or damage to
property resulting from the performance of any work authorized or required by the County in conjunction with this request.

_____ Applicant is required to maintain property damage and liability insurance in amounts equivalent to or exceeding the legal
initials minimums as a condition of this permit. A Performance Bond may be required and applicant will be informed of its requirement
during permit review.

"USA" Inquiry – 811 USA North – call before you dig: USA Inquiry Date _____ USA Inquiry ID Number _____

PLEASE PRINT

Applicant/Owner of property or facility (REQUIRED)	Contractor (Owner's Representative, REQUIRED)
Name:	Business Name:
Address	Contractor License Number:
City	Contact Name
State	Business Address
Zip code	City State zip
Cell phone	Cell phone
Email	Email
Signature:	Signature: