



CITY OF LA HABRA

PUBLIC WORKS – ENGINEERING DIVISION
110 E LA HABRA BLVD.
LA HABRA, CA 90631

PERMIT APPLICATION GENERAL PROVISION & RESTRICTIONS

- 1. ACCEPTANCE OF PROVISIONS:** IT IS UNDERSTOOD AND AGREED BY THE PERMITTEE(S) AND/OR CONTRACTOR(S) THAT THE DOING OF ANY WORK UNDER THIS PERMIT SHALL CONSTITUTE AN ACCEPTANCE OF ALL THE GENERAL AND SPECIFIC CONDITIONS HEREOF.
- 2.** WORK TO BE PERFORMED TO THE CURRENT EDITION OF STANDARD SPECIFICATION PLANS FOR THE PUBLIC WORKS CONSTRUCTION (GREENBOOK) AND SPECIFICATION AS DESIGNATED BY THE CITY ENGINEER. THE CITY OF LA HABRA AND ANY OFFICER OR OTHER EMPLOYEE THEREOF SHALL BE SAVED HARMLESS BY THE APPLICANT FROM ANY LIABILITY OR RESPONSIBILITY FOR ANY ACCIDENT, LOSS, OR DAMAGE TO PERSONS OR PROPERTY HAPPENING OR OCCURRING AS THE PROXIMATE RESULT OF ANY WORK UNDERTAKEN UNDER THE TERMS OF THIS PERMIT AND THAT ALL OF THE SAID LIABILITIES ARE HEREBY ASSUMED BY THE APPLICANT.
- 3.** THE CITY SHALL RESERVE THE RIGHT TO ADD OR DELETE ANY CONDITION OR REQUIREMENT OF THIS PERMIT AFTER ITS ISSUANCE, WHICH IT MAY DEEM NECESSARY TO MEET CONSTRUCTION STANDARDS, PREVENT INTERFERENCE WITH TRAFFIC, MITIGATE IMPACTS TO SURROUNDING PROPERTIES OR ASSURE THE SAFETY OF PERSONS USING THE RIGHT-OF-WAY.
- 4. NOTIFICATION:** THE CITY SHALL BE NOTIFIED A MINIMUM OF 48-HOURS BEFORE THE START OF WORK FOR INSPECTIONS AND TO SCHEDULE A PRE-CONSTRUCTION MEETING. TO SCHEDULE AN INSPECTION OR MEETING EMAIL: pwinspection@lahabraca.gov or CALL THE INSPECTION LINE AT [562-383-4165](tel:562-383-4165).
- 5. START DATE:** NO ACCESS OR WORK (INCLUDING DEMOLITION) SHALL BE PERFORMED WITHIN THE CITY RIGHT-OF-WAY WITHOUT CONFIRMATION FROM THE CITY PUBLIC WORKS INSPECTOR PROVIDING CONFIRMATION TO THE APPLICANT AND / OR CONTRACTOR THAT A PRE-CONSTRUCTION LAYOUT MEETING IS EITHER REQUIRED OR NOT REQUIRED.
- 6. DIG ALERT NOTIFICATION REQUIRED:** THE PERMITTEE SHALL NOTIFY DIG ALERT TWO WORKING DAYS IN ADVANCE OF PERFORMING EXCAVATION WORK BY CALLING 811 NOTIFICATION TO BE RENEWED AT NOT MORE THAN 14 CALENDAR DAY INTERVALS. ALL MARKINGS BY CONTRACTORS SHALL BE MADE WITH CHALK-BASED AEROSOL PAINT.
- 7. CONTRACTORS/SUBCONTRACTORS:** IF AN APPLICANT HIRES A CONTRACTOR OR SUBCONTRACTOR, THE CONTRACTOR/SUBCONTRACTOR MUST ALSO SIGN THIS APPLICATION AND ADHERE TO THE INDEMNITY AND ADDITIONAL INSURED REQUIREMENTS FOR THE CITY.
- 8. RESTORATION IMPROVEMENTS:** REMOVAL OF EXISTING PAVEMENT MARKINGS, SIGNS, POSTS, CONCRETE MEDIANS, LANDSCAPING, PAVEMENT, SIDEWALK, ETC., BOTH IN THE PUBLIC RIGHT OF WAY AND ON PRIVATE PROPERTY, SHALL BE APPROVED BEFORE REMOVAL. THE APPLICANT IS RESPONSIBLE FOR ASSURING THAT ALL ITEMS REMOVED ARE RESTORED TO THEIR ORIGINAL LOCATIONS AND CONDITION AS EXISTED BEFORE

REMOVAL. ADDITIONALLY, ALL TEMPORARY SIGNS, PAVEMENT MARKINGS, STORMWATER BMP AND OTHER DEVICES, MARKS, AND STRUCTURES ARE COMPLETELY REMOVED FROM THE WORK SITE.

- 9. Underground District:** UNDER ORDINANCE NO. 747 THE CITY WILL NOT ALLOW ANY OVERHEAD UTILITY INSTALLATION IN AREAS UNDER THE UNDERGROUND DISTRICT MAP. (SEE THE CITY'S WEBSITE FOR MAP)
- 10. INSURANCE REQUIRED:** THE APPLICANT MUST ATTACH HERETO PROOF OF INSURANCE AS REQUIRED BY THE CITY OF LA HABRA PER EXHIBIT A OF THIS ENCROACHMENT PERMIT APPLICATION ENTITLED "ENCROACHMENT PERMIT INSURANCE REQUIREMENTS."
- 11. KEEP PERMIT AND PLANS ON WORK SITE:** A VALIDATED COPY OF THIS PERMIT AND PLANS SHALL BE KEPT ON THE JOB SITE AND BE SHOWN, ON-DEMAND, TO AUTHORIZED CITY REPRESENTATIVES OR LAW ENFORCEMENT OFFICERS. FAILURE TO PRODUCE A PERMIT WILL SUBJECT THE JOB TO IMMEDIATE SHUTDOWN OF THE CONSTRUCTION.
- 12. DELAYS:** UPON NOTIFICATION BY THE CITY ENGINEER THAT UNDUE DELAY IN THE JOB COMPLETION HAS OCCURRED, THE CITY, AT ITS DISCRETION MAY CANCEL THIS PERMIT AND CAUSE COMPLETION OF THE JOB BY CITY FORCES OR ANOTHER CONTRACTOR. ALL EXPENSES FOR SUCH WORK DONE SHALL BE BORNE BY THE PERMITTEE. A CONSECUTIVE 72 HR. A PERIOD OF CEASED WORK SHALL CONSTITUTE UNDUE DELAY.
- 13. WORKING HOURS:** NORMAL WORKING HOURS ARE FROM 7:00 AM TO 4:00 PM WITH THE EXCEPTION OF TRAFFIC LANE CLOSURES ON ARTERIAL STREETS WHICH SHALL BE LIMITED BETWEEN THE HOURS OF 9:00 A.M AND 3:00 P.M. NO LANE CLOSURE BEFORE OR AFTER THOSE TIMES IS ALLOWED.
- 14. TRAFFIC:** THE TEMPORARY TRAFFIC CONTROL SET-UP SHALL BE INSPECTED AND APPROVED BY PUBLIC WORKS INSPECTOR, TRAFFIC MANAGER, OR DESIGNATED REPRESENTATIVE BEFORE THE COMMENCEMENT OF ANY WORK IN THE PUBLIC RIGHT-OF-WAY. THE CONTRACTOR SETTING UP TEMPORARY TRAFFIC CONTROL SHALL BE CALIFORNIA C-31 LICENSED AND ATSSA CERTIFIED (OR APPROVED EQUAL). NO TRAFFIC DELINEATION DEVICES WILL BE LEFT OVERNIGHT. THE INSPECTOR WILL PERFORM RANDOM INSPECTIONS TO VERIFY THE TRAFFIC IS SET UP TO THE ACCEPTED PLANS.
- 15. ROAD CLOSURE:** FOR WORK THAT REQUIRES LANE CLOSURE ON ARTERIAL STREETS, THE PERMITTEE SHALL PROVIDE PUBLIC NOTIFICATIONS TO PROPERTIES IMPACTED BY THE CONSTRUCTION WORK 7 DAYS IN ADVANCE.
- 16. SITE ACCESS:** THE APPLICANT IS RESPONSIBLE FOR PROVIDING AND MAINTAINING AN ALTERNATE ACCESSIBLE ROUTE AROUND THE WORK SITE AT ALL TIMES. ALTERNATE ACCESS ROUTES SHALL BE IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA).
- 17. WATER:** WATER USED DURING CONSTRUCTION SHALL NOT BE OBTAINED FROM ANY FIRE HYDRANT, FLUSHING RISER, OR ANY OTHER PUBLIC SOURCE WITHOUT FIRST OBTAINING A PERMIT TO DO SO FROM THE ENGINEERING DEPARTMENT OF THE CITY OF LA HABRA.
- 18. CONNECTING TO EXISTING CITY OF LA HABRA WATER LINES,** EITHER FOR NEW WATER LINE OR FIRE HYDRANT LATERAL, SHALL BE MADE AT THE TIME AND IN A MANNER SPECIFIED BY THE CITY ENGINEER. THE EXISTING WATER MAIN SHALL NOT BE SHUT DOWN FOR CONNECTION WITHOUT PRIOR APPROVAL FROM THE ENGINEER NOR WITHOUT TWENTY-FOUR (24) HOUR PRIOR NOTICE TO THE WATER UTILITY. NO CONNECTIONS WILL BE MADE WITHOUT THE PRESENCE OF THE PUBLIC WORKS INSPECTOR OR AUTHORIZED REPRESENTATIVE.

CONNECTION TO EXISTING MAINLINE SHALL BE PERFORMED UNDER PRESSURE UNLESS AUTHORIZED BY CITY ENGINEER.

- 19. SITE MAINTENANCE:** THE APPLICANT IS RESPONSIBLE FOR DAILY MAINTENANCE (24/7) OF THE PROJECT SITE AND HAUL ROUTES FOR ANY IMPORTED OR EXPORTED MATERIALS. STOCKPILED DEBRIS AND MATERIALS SHALL BE KEPT CLEAN AND ORDERLY AND OUT-OF-TRAFFIC LANES AND HAUL ROUTES SHALL BE MONITORED AND SWEEPED AS REQUIRED TO MINIMIZE TRACKING AND DUST.
- 20. CLEANUP:** UPON COMPLETION OF THE WORK, ALL BRUSH, TIMBER, SCRAPS, MATERIAL, ETC., SHALL BE ENTIRELY REMOVED AND THE RIGHT-OF-WAY SHALL BE LEFT IN A CONDITION EQUAL TO OR BETTER THAN EXISTED BEFORE WORK STARTED. ALL ROADSIDE DRAINAGE DITCHES SHALL BE RESTORED TO A TRUE GRADE, INTAKE, AND OUTLET ENDS OF ALL CULVERTS SHALL BE LEFT FREE FROM ALL MATERIALS AND DEBRIS.
- 21. WATER QUALITY:** APPLICANT SHALL COMPLY WITH NPDES REQUIREMENTS FOR GENERAL CONSTRUCTION ACTIVITY PROVIDING APPROPRIATE BMP, WQMP, EROSION CONTROL, AND DRAINAGE MEASURES. REQUIRED BMP FACTSHEET ARE AVAILABLE ONLINE THRU(<https://ocerws.ocpublicworks.com/service-areas/oc-environmental-resources/oc-watersheds/unincorporated-countywide-compliance/best>).
- 22. SHORING:** ANY EXCAVATION UNDER 4FT DEPTH WILL REQUIRE SHORING. APPLICANT WILL NEED TO SUBMIT SHORING PLANS AND THE PLANS MUST BE STAMPED AND SIGNED BY A PROFESSIONAL ENGINEER.
- 23. STEEL PLATE:** UNLESS SPECIFIED, THE USE OF STEEL PLATE BRIDGING AT ANY GIVEN LOCATION SHOULD NOT EXCEED FOUR (4) CONSECUTIVE WORKING DAYS IN ANY GIVEN WEEK. TRENCH PLATES NEED TO BE SET FLUSH WITH PAVEMENT AND SECURED IN PLACE FOR ANY DURATIONS UPON APPROVAL OF THE ENGINEER. BACKFILLING OF EXCAVATION SHALL BE COVERED WITH A MINIMUM OF THREE (3") INCHES (78mm) OF TEMPORARY LAYER OF COLD ASPHALT CONCRETE.
- 24.** ANY VIOLATIONS OF THE TERMS OF THIS PERMIT SHALL RESULT IN REVOCATION OF PERMIT AND COMPLETE SHUTDOWN OF WORK.
- 25.** WORK UNDERTAKEN WITHOUT A PERMIT SHALL BE SUBJECT TO A PENALTY EQUAL TO DOUBLE OF THE PERMIT FEE.
- 26.** THE PUBLIC WORKS INSPECTOR, EITHER AT THE TIME OF THE ISSUANCE OF THE PERMIT OR DURING CONSTRUCTION, CAN INCLUDE ADDITIONAL CONDITIONS AS HE MAY DEEM NECESSARY FOR THE PROTECTION OF THE HIGHWAY OR PUBLIC PROPERTY OR FOR THE PREVENTION OF UNDUE INTERFERENCE WITH TRAFFIC, OR TO ASSURE THE SAFETY OF PERSONS USING THE HIGHWAY.
- 27. MATERIALS:** THE CONTRACTOR SHALL PROVIDE THE CITY WITH CUT SHEETS AND A CATALOG FOR ALL MATERIALS TO BE INSTALLED ON THE PROJECT FOR CITY'S REVIEW AND APPROVAL, PRIOR TO INSTALLATION.