



CITY OF VISALIA
Engineering Division
315 E. Acequia Ave Visalia CA 93291
Tel: (559) 713-4414
Fax: (559) 713-4833

Date: _____

Permit No.: _____

Encroachment Permits NOTICE TO START WORK

Submit this form to the City of Visalia five (5) working days prior to the initial scheduled start of work or for work that is being restarted after being interrupted for two (2) weeks or more.

NOTE: Based upon job location, duration, proposed phasing of work or field conditions, PCMS may be required and shall be installed: seven (7) days prior to road closures & three (3) business days prior to lane restrictions.

Utility Company: _____

Utility Representative: _____

Ph: _____ Cell 24-Hr: _____ Email: _____

Authorizing Signature: _____ Date: _____

Authorized Contractor to perform work under this permit: _____

Street, City, State, Zip: _____

Field Foreman's emergency contact information: _____

Ph: _____ Cell 24-Hr: _____ Email: _____

Project Location: _____

Actual Job Duration: _____ Starting Date: _____ Completion Date: _____

THE PERMITEE AGREES THAT THE WORK WILL BE DONE IN ACCORDANCE WITH CITY OF VISALIA ENCROACHMENT PERMIT POLICY MANUAL, RULES AND REGULATIONS, AND SUBJECT TO INSPECTION AND APPROVAL.

PERMITEE TO CONTACT CITY OF VISALIA PUBLIC WORKS INSPECTOR:

1. Two (2) working days minimum prior to start of work, and to schedule all necessary inspections.
2. Immediately upon completion of the permitted work to schedule a final inspection.

No work shall begin until the Contractor calls the assigned inspector to activate the permit and submits a detailed construction schedule and reviewed/approved by the City of Visalia.

The Encroachment Permit is issued in accordance with Section 12.12.010 of the City of Visalia Municipal Code.

NO party other than the named Permittee or the Contractor of the Permittee is authorized to work under this permit. If your Contractor(s) of Subcontractor(s) are not named in a previously approved list they will be required to apply for an encroachment permit prior to starting the work and all applicable fees shall be assessed.

The Permittee shall maintain, and shall require all subcontractors to maintain, insurance as required within the City of Visalia Encroachment Permit Policy Manual.

All Contractors, Sub-Contractors, and Developers must obtain a Business Tax License to operate a business in the City of Visalia. Business Tax Licenses can be obtained at City Hall East located at 315 E. Acequia Avenue.

It is understood and agreed by the Permittee and the Contractor that any work under this permit shall constitute an acceptance of the provisions of this permit and all attachments.

The Encroachment Permit along with the Traffic Control Plan or copies thereof shall be kept at the work site and must be shown to any representative of the City or any law enforcement officer on demand. WORK SHALL BE SUSPENDED IF PERMIT IS NOT AT JOB SITE AS PROVIDED.