



**Chandler · Arizona**  
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# Civil Improvements/Encroachment Permit Application

Date: \_\_\_\_\_

Project Name \_\_\_\_\_

Unit/Block/Parcel \_\_\_\_\_ Phase \_\_\_\_\_

Project Location \_\_\_\_\_  
(Nearest intersection) \_\_\_\_\_  
*Attach a photograph with traffic cone(s) showing exact location of proposed construction where applicable*

For City Use	
Log No.	_____
Encroachment Class	_____

Check items for which you are requesting a permit:		
<input type="checkbox"/> Paving (streets)	<input type="checkbox"/> Water (mains, service, taps)	<input type="checkbox"/> Landscaping <input type="checkbox"/> Install <input type="checkbox"/> Maintenance
<input type="checkbox"/> Paving on-site (parking lots)	<input type="checkbox"/> Sewer (mains, service, taps)	<input type="checkbox"/> Gas or electric trenching
<input type="checkbox"/> Grading	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Coaxial cable
<input type="checkbox"/> Grading at owner's risk	<input type="checkbox"/> Stormwater or drainage	<input type="checkbox"/> Fiber
<input type="checkbox"/> Concrete (driveways, sidewalks, etc.)	<input type="checkbox"/> Street lights (in right-of-way)	<input type="checkbox"/> Traffic signals
<input type="checkbox"/> Fire line	<input type="checkbox"/> Reclaimed water mains	<input type="checkbox"/> Other _____
<input type="checkbox"/> Trenching		

**Scope of Work** (*Attach plans, engineered designs, details, maps, sketches,*  
.....)

**Proposed Work Schedule** (*estimated date and time*)

If lab testing is required, you will use?  City  Private

Pavement Cuts/Removal:  Yes  No

**If yes, please complete the Street Cut Application on page 3**

**Applicant Name** (applicant shall be developer/owner - not contractor)

Address	City/State/Zip	Phone No.	Fax No.
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**Contractor** (*List all contractors employed to perform work pursuant to permit; additional space provided on page 4, if needed*)

Address

City/State/Zip	Phone No.	City Tax No. (Required)
Contact Person ( <i>contact for permit pickup</i> )	Phone No.	Emergency 24-hour Phone No.

<input type="checkbox"/> Phone 480-782-3320 for inspection 24 hours in advance.	<b>For City Use</b>
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<p><b>Fax written notice 24 hours before start of work to Construction Management at Fax # 480-782-3316.</b></p> <ul style="list-style-type: none"> <li>■ <b>Make written arrangements for road obstruction or closures 24 hours in advance with Traffic Engineering at 480-782-3454.</b></li> <li>■ <b>For road closures, a traffic control plan must be approved by Traffic Engineering (Phone #480-782-3454) at least one week prior to commencing work.</b></li> <li>■ <b>For traffic restriction (less than a full road closure), a traffic control plan must be submitted for approval to Traffic Engineering (Phone #480-782-3454) at least 24 hours prior to commencing work.</b></li> </ul>	<input type="checkbox"/> <b>Insurance Certificate</b>	Received by _____
	<input type="checkbox"/> <b>Performance Bond</b> <input type="checkbox"/> <b>Indemnity Agreement</b>	<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b> <b>By:</b> _____ <b>Date:</b> _____
<b>Conditions, Restrictions &amp; Comments:</b> _____ _____ _____ _____		

FOR AND IN CONSIDERATION of the granting of a permit for the purpose set forth herein, Applicant hereby agrees, covenants, and binds said applicant, employees, agents and contractors to the terms and conditions set forth below and those included on or attached to the permit when it is issued:

1. All work done shall be at the sole cost and expense of the Permittee and shall be done at such time and in such a manner as to be least inconvenient to the traveling public, and as directed by the City, work must be finished in the time specified on permit. Permittee shall allow all inspections deemed necessary by City and herein agrees to pay in advance inspection and testing fees as established by City.
2. When the proposed work is completed, the Permittee shall repair or replace the sidewalk, roadbed or other surface and landscaping and replace the surfacing material thereon, and will leave the highway, right of way, easement or other public property (hereinafter referred to as highway) in as good a condition as it is now, so far as the area is affected by the Permittee.
3. If the subject of the permit fails to pass final inspection, the Permittee will remove or replace the same within such time as specified by written notice from the City; or if at any time hereafter, within the warranty period any material used by the Permittee in replacing or reconstructing any part of said highway proves defective, the Permittee will replace the same with the kind and quality of material which the City shall specify.
4. If the title and possession of any property placed in, under or upon the highway by the Permittee remains in said Permittee, the Permittee shall and will promptly perform all necessary repair work upon written notice from the City, and will not permit or allow any condition to exist which would be a hazard or source of danger to the traveling public or other users of the highway.
5. If at any time hereafter, the highway or any portion thereof occupied and used by the Permittee may be needed or required by the City, any permit granted in pursuance of this application may be revoked by the City and all right there under terminated, and upon sufficient notice, the Permittee shall and will remove all property belonging to Permittee.
6. In the event that the work to be done under the authority of this permit necessitates the creation of any hazard or source of danger to any person or vehicle using said highway, said Permittee shall and will provide and maintain at all times during the existence of said hazard sufficient barriers, hanger signals, lanterns, detours and shall and will take such other measures of precaution as the City shall direct.
7. In the event any property belonging to Permittee or the area occupied by such property being used by the Permittee within any portion of the highway interferes with or is necessary to facilitate any public purpose or any City project, said Permittee shall at his/her own expense, relocate, remove, lower, or raise such property within a reasonable time, when requested to do so by the City in writing.
8. All conditions of this permit shall be in conformity with current City requirements, provided, however, if Permittee has a lease or license with the City the more strict provision shall apply in the event of a conflict. Permittee certifies that s/he has on file with the City of Chandler a performance bond and certificate of insurance as required by City. It is the sole responsibility of the Permittee to maintain coverage in force for the term of the permit and to name the City as an additional insured. Said coverage shall be primary and failure to conform to the above requirements shall not waive any responsibility of the Permittee. Fifteen day written notice of change or cancellation of the policy shall be served on the City Construction Management Division.
9. In consideration of City granting this encroachment permit, to the full extent permitted by law, throughout the term of this permit, until all construction authorized by this permit is completed, and all equipment or facilities built or installed pursuant to this permit are removed, Permittee, and all other persons using, acting, working or claiming through this permit shall jointly and severally pay, indemnify, defend and hold harmless City, its officers, agents and employees from and against any and all claims, suits, damages, loss, expenses, penalties, fines or other matters (together with all attorney fees, court costs, and the cost of appellate proceedings), arising out of or in connection with the construction, installation, existence, maintenance, use or location of the equipment or facilities built, installed or

maintained pursuant to this encroachment permit or any use of the city's right of way, highway or public easement area or City's property related to this encroachment permit or any actions, acts, errors, mistakes or omissions relating to work or services in the performance of or related to this encroachment permit, including any injury or damages or cause claimed or caused by any employees, contractors, subcontractors, tenants, subtenants, agents or other persons upon or using the service area or surrounding areas related to this permit, including without limitation, claims, liability, harm or damages caused in part by City or anyone for whose mistakes, errors, omissions or negligence Permittee or City may be liable. Permittee agrees that it shall have no recourse whatsoever against the City, its officers, agents, boards and commissions, agents or employees for any loss, costs, expenses, or damages arising out of any provision or requirement of the City because of the enforcement of any provision or requirement of the City because of the enforcement of the permit requirements or because of defects in any of the relevant Chapters of the City Code, or this permit as a result of any damage that may result from the City's exercise of its authority under this permit or applicable provisions of law. [See Chapters 46, 47 and 48 of the Chandler City Code.]

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**Applicant Name (please print)**

**Date**

**Applicant Signature**

*By signing here you certify that you have authority to sign on behalf of the applicant.*

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**Company**





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# Additional Contractor Information

*All contractors employed to perform work pursuant to permit must be listed.*

<b>Contractor</b>		
<b>Address</b>		
<b>City/State/Zip</b>	<b>Phone No.</b>	<b>City Tax No. (Required)</b>
<b>Contractor</b>		
<b>Address</b>		
<b>City/State/Zip</b>	<b>Phone No.</b>	<b>City Tax No. (Required)</b>
<b>Contractor</b>		
<b>Address</b>		
<b>City/State/Zip</b>	<b>Phone No.</b>	<b>City Tax No. (Required)</b>
<b>Contractor</b>		
<b>Address</b>		
<b>City/State/Zip</b>	<b>Phone No.</b>	<b>City Tax No. (Required)</b>
<b>Contractor</b>		
<b>Address</b>		
<b>City/State/Zip</b>	<b>Phone No.</b>	<b>City Tax No. (Required)</b>



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# Civil Engineering Certificate of Quantities For Encroachment Permit

Log No: \_\_\_\_\_

Date: \_\_\_\_\_

Project:	
Location:	

**All quantities refer to both public and private unless otherwise noted.  
Utility trenching in right-of-way and utility easement is for dry utilities only.**

## Inspection Fee Quantities

### Paving

	Unit	Quantity
1. Public right-of-way/private streets and drives	Square yards	
2. Parking areas	Square yards	
3. Overlay (all)	Square yards	
4. Alley surface	Square yards	
5. Street sign base (City Code Chapter 40-12.7)	Each	
6. Street name sign (City)	Each	
7. Mill and overlay	Square yards	

### Concrete

1. Concrete driveway or alley entrance	Each	
2. Concrete valley gutter	Lineal feet	
3. Concrete apron, one per intersection corner where applicable	Each	
4. Curb and gutter	Lineal feet	
5. Sidewalk	Square feet	
6. Catch basin/scupper	Each	
7. Sidewalk ramp	Each	

### Water

1. Water pipe (4" and larger)	Lineal feet	
2. Water services	Lineal feet	
3. Pavement cut	Square yards	
4. Tapping sleeve and valve (non-fire or fire line)	Each	
5. Landscape irrigation system connection with backflow device	Each	
6. Fire line with and without backflow prevention device	Lineal feet	

### Reclaimed Water

1. Reclaimed water pipe (4" and larger)	Lineal feet	
2. Reclaimed water services	Lineal feet	
3. Pavement cut	Square yards	
4. Tapping sleeve and valve	Each	

**Sewer**

1. Sewer pipe (8"and larger)	Lineal feet	
2. Sewer service	Lineal feet	
3. Manhole	Each	
4. Pavement cut	Square yards	
5. Clean out/drop connection	Each	

**Drainage**

1. Retention basin, on-site plus offsite (grading)	Acre	
2. Irrigation pipe (SRP, RWCD and private)	Lineal feet	
3. Stormwater pipe (include box culvert)	Lineal feet	
4. Headwall	Each	
5. Pavement cut	Square yards	
6. Drywell	Each	
7. Stormwater retention pipe	Lineal feet	

**Utilities**

1. Utility trenching, in right-of-way and utility easement	Lineal feet	
2. Streetlight pole (public)	Each	
3. Boring on local street	Lineal feet	
4. Boring on arterial or collector street	Lineal feet	
5. Pavement cut	Square yards	
6. Service drops	Each	

**Pavement Damage Fee Quantities****Paving**

1. Pavement removal (0 - 1 year old)	Square yards	
2. Pavement removal (1 - 2 years old)	Square yards	
3. Pavement removal (2 - 4 years old)	Square yards	
4. Pavement removal (4 - 6 years old)	Square yards	
5. Pavement removal (over 6 years old)	Square yards	
6. Pavement reconstruction * <input type="checkbox"/> Yes <input type="checkbox"/> No	Square yards	

\* Option in lieu of paying the pavement damage fee.

**I hereby certify that these quantities are accurate.**

Seal, date and signature of Registered Civil Engineer:

\_\_\_\_\_  
Printed Name