IMPORTANT NOTICE

Section 4216/4217 of the Government Code requires a DigAlert Identification Number (ID) be issued before a "Permit to excavate" will be valid.

For your DigAlert ID Number Call Underground Service Alert TOLL FREE 811 Two working days before you dig.

For more information, go to: www.digalert.org

Applications should be submitted to:

County of San Diego
Planning and Development Services (PDS)
Land Development Counter
5510 Overland Avenue, Suite 110
San Diego, CA 92123

(858) 694-2055 Fax (858) 279-7020

 $\pmb{\text{Email: } \underline{\text{rowpermitcounter}} \underline{\text{asdcounty.ca.gov}}}$

FOR GENERAL INFORMATION ONLY
NOT TO SUPERSEDE THE APPROPRIATE
ORDINANCE



EXCAVATION PERMIT: FOR WORK WITHIN THE COUNTY RIGHT-OF-WAY



COUNTY OF SAN DIEGO DEPARTMENT OF PUBLIC WORKS

www.sdcounty.ca.gov/dpw

EXCAVATION PERMIT

PERMIT REQUIRE

An Excavation Permit is required before starting work related to road construction, improvement or repair, which work shall make or cause to be made any encroachment including an excavation, fill or obstruction, for the purpose of installing utilities including, but not limited to: sanitary sewer, private storm drainage, domestic and irrigation water, oil and natural gas, electric power, telephone, and television signals, both main and lateral lines, or any other related work in the County Right-of-Way.

APPLICATION PROCEDURE

The applicant shall provided the following;

- Location relative to the road Right-of-Way (R/W)
- Type of surface to be cut in R/W
- Dimensions including length, width and depth
- Purpose, extent and nature of excavation, fill or obstruction
- Size and type of pipe where applicable

- Duration of existence
- ♦ Signed plans or drawings
- \$210.00 permit fee (checks payable to "County of San Diego),
- ♦ \$83.00 Permit renewal fee
- Inspection deposits, \$5.00 per lineal foot, first 1000 feet; thereafter \$1.75 per lineal foot; minimum of \$1,481.55 deposit.
- ◆ Traffic control application and traffic control plan
- Licensed contractor number (the County accepts only General Engineering Class A, Excavation/ Pavement Contractor C12, Pipeline Contractor C34 or Sanitation System Contractor C42 for excavation work)
- Financially Responsible Party Agreement
- Environmental Review Questionnaire (CEQA)
- Contractor must also provide: A CERTIFICATE OF INSURANCE for General Liability (\$1,000,000 minimum), naming County of San Diego Department of Public Works as CERTIFICATE HOLDER.
- Approval from utility company allowing connection to their system, "Encroachment Only" permit (if applicable).

SPECIAL REQUIREMENTS

- The County's "Pavement Cut Policy" limits trenching on new and newly resurfaced publicly maintain roads.
- Excavations exceeding 1,000 linear feet or using the "Rock Saw" trenching method require a preissuance field review.
- Permanent Road Division Zones(previously known as County Service Area Roads) require a pre-issuance field review before the work can start.
- Trenches exceeding five (5) feet in vertical depth require a CAL-OSHA permit. CAL-OSHA's telephone number is (619) 767-2280
- Public notification may be required prior to commencement of construction



FOR COUNTY USE ONLY
RECORD ID:
DPW20
RWEXCP

APPLICATION FOR EXCAVATION PERMIT COUNTY OF SAN DIEGO DEPARTMENT OF PUBLIC WORKS

5510 OVERLAND AVENUE, SUITE 110 SAN DIEGO, CA 92123 PHONE (858) 694-2055 ◆ FAX (858) 279-7020 E-mail ROWPERMITCOUNTER@SDCOUNTY.CA.GOV

TH	OMAS GUIDE	
YEAR/ EDITION	PAGE	COORD

Date

Permit Owner				Telephone #	
	Last Name	First			
Mailing Address	Street	City		State	Zip Code
	ion for permit to excavate and/or c Regulatory Ordinances. Permit rev	construct the follow			ovisions of Title 7, Div. 1 of San
Application Contact Na	me	Email Add	ress		Telephone#
Contractor		Telephone	e #		License #
Email Addross					Ins. Exp. Date
Utility Owner (if applic	able)		Agency	Job Number:	
Is this a Broadband Pro	ject? YES 🗖 NO 🗖				
Is the work part of a l	arger project or program requirin	g multiple permit	s, or currently und	er review for perm	it? YES 🗖 NO 🗖
If yes provide: Relate	d Permits		Asse	ssor Parcel #	
Is this a utility relocati	on in connection with a County Cap	oital Improvement I	Project? YES 🗆	J NO □	
If yes provide: Name	of Project				
Location of work	Street Nai				
	Street Nai	me and Number and near	est cross street		
Standard Drawing: 🗖	G-24A Type D or DS-22	☐ G-25	☐ SP-02	☐ WP-02	Other:
Excavation Length		Width		Depth	
If pipe is to be placed	, state size		and kind	d	
Detailed Description o	of Work				
Requested Permit Dur	ation (ex: 90 days)	A gene	ral liability insurar	nce certificate is re	equired for this time period.
Surface to be cut:	☐ Asphalt	☐ Concrete	☐ Di	irt	
☐ Financially Respond Inspection Deposition Traffic Control P☐ Traffic Control P☐ Location Map (line	nents at Application (links to sample onsible Party Agreement sits and Permit Fee	☐ Environi ☐ Contract ☐ Signed Ei ☐ Utility C	ngineering Plans (ex Company Connectior	roof of Liability Insucavation over 1,000 n Approval (if appliced ead Project form (R)	LF)

I hereby agree as a condition of the granting of this permit to provide defense and indemnification in accordance with Section 71.103 of the San Diego County Code of Regulatory Ordinances as follows: Permit Owner agrees to indemnify, hold harmless and defend the County and each of its officers and employees from any liability of responsibility for accident, loss or damage to persons or property arising by reason of the work done by Permit Owner, or Permit Owner's agents, employees or representatives.

Permit Owner agrees that all work within the County right-of-way will be accomplished in accordance with Approved Plans, the Standard Specifications of the Department of Public Work, "Special Provisions for Work Done Under Excavation Permit", "Special Provisions and Specifications for Improvement of New Streets", or Regional Standard Drawings and as stated on the Permit, and shall be subject to inspection and approval of the Director, Department of Public Works. If any tank, pipe, conduit, duct, tunnel or other facility (collectively "facilities") placed in the right-of-way interferes with the operation, improvement, grading or realignment of the highway by the County, the above signed will at their own expense completely remove the facilities and restore the right-of-way, or relocate the facilities to a location designated by the Director, Department of Public Works, and restore the right-of-way. All work shall be completed to the satisfaction of the Director, Department of Public Works. The Permit Owner further agrees to pay any damages resulting to County of San Diego from the negligent or improper design, construction or installation of the facilities or performance of permitted work and will restore the right-of-way, as near as may be possible to its former state and so as not to have impaired unnecessarily its usefulness or will repay to County of San Diego its cost of such restoration. Notwithstanding the foregoing, this permit is not to be interpreted to supersede prior rights or franchise rights in the right-of-way that are owned by a Permit Owner, but should be interpreted to supplement or explain those rights whenever practical to do so without contradicting an express term of a title document or grant of franchise.

iurv under the laws of the State of ${\sf C}$	



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DPW Project #

County of San Diego DEPARTMENT OF PUBLIC WORKS

LINEAR UNDERGROUND/OVERHEAD PROJECTS (LUP) DETERMINATION

Requirement: This information is required to be submitted with all DPW permit applications for linear projects greater than or equal to 1,500 linear feet.

<u>Purpose</u>: Determine if construction activities on your linear project qualify for coverage under the Statewide Construction General Permit (CGP) for Small LUP permits (SWRCB Order 2009-0009-DWQ). If CGP coverage is required, a State Waste Discharge Identification (WDID) number is required with this permit application.

No.	CRITERIA	YES	NO	NEXT STEP
1.	Is this project a linear type construction project ¹ ?			If YES, continue to
				2.
				If NO, go to 5.
2.	Are these activities considered a routine maintenance project ² ?			If YES, go to 5.
				If NO, continue to
				3.
3.	Is the entire project on Tribal Lands?			If YES, go to 5b.
				If NO, continue to
				4.
4.	Is the land disturbance equal to or greater than 1 acre but less than 5			If YES, continue to
	acres ³ ? (Please complete included Land Disturbance Calculation Table)			6.
				If NO, go to 5 or 5a
				if > 5 acres.
	RESULTS			CTIONS
5.	The State's LUP Permit requirement is not likely applicable to this	1		w is required. You
	project.			th your permit
		applicat		
5a	For land disturbance more than one acre			or a CGP project
				d and provided with
~				V permit application.
5b	For Tribal Lands	i .	the EPA	to obtain applicable
		permit	WIDTO /	T TYP
6.	The State's LUP permit is required for this project. File an electronic	t .		for a LUP must be
	Notice of Intent (NOI) with State Water Resources Control Boards Storm	1	•	ovided with your
	Water Multiple Application and Report Tracking System (SMARTS) database.	initial L	oPw per	mit application.
T	he above noted information is true and to the best of our knowledge:	-		
\overline{P}	ermit Applicant Signature (legible)	Date		_
If	required, WDID#			

For more information on CGP and LUP, access it at: www.waterboards.ca.gov/water_issues/programs/stormwater

Linear Type Construction Activity – Linear type construction activity consists of underground/overhead facilities that typically include, but are not limited to, any conveyance, pipe, or pipeline for the transportation of any gaseous, liquid (including water, wastewater for domestic municipal services), liquescent, or slurry substance; any cable line or wire for the transmission of electricity energy; any cable line or wire for communications (e.g., telephone, telegraph, radio or television messages); and associated ancillary facilities. Construction activities associated with small LUPs include, but are not limited to, those activities necessary for the installation of underground and overhead linear facilities (e.g., conduits, substructures, pipelines, towers, poles, cables, wires, connectors, switching, regulating and transforming equipment and associated ancillary facilities) and include, but are not limited to, underground utility mark-out, potholing, concrete and asphalt cutting and

removal, trenching, excavation, boring and drilling, access road and pole/tower pad and cable/wire pull station, substation construction, substructure installation, construction of tower footings and/or pavement repair or replacement, and stockpile/borrow locations.

- ² Routine Maintenance Activities are activities associated with operations and maintenance activities that are conducted on existing lines and facilities and within existing right-of-ways, easements, franchise agreements, or other legally binding agreements of the discharger. Routine maintenance projects include, but are not limited to projects conducted to:
 - a. Maintain the original purpose of the facility or hydraulic capacity.
 - b. Update existing lines and facility to comply with applicable codes, standards, and regulations regardless if such projects result in increased capacity.
 - c. Repairing leaks.

Routine maintenance does not include construction of new lines or facilities resulting from compliance with applicable codes, standards, and regulations. Routine maintenance projects do not include those areas of maintenance projects that are outside of an existing right-of-way, franchise, easements, or agreements.

³ Calculating land disturbance areas of LUPs – the total area disturbed for LUPs is the sum of the:

	Land Disturbance Calculation Table	Area (ft²)
1.	Surface areas of trenches, laterals, and ancillary facilities	
2.	Area of the base of stockpiles ⁴ on unpaved surfaces	
3.	Surface area of the borrow area	
4.	Areas of paved surfaces constructed for the project	
5.	Areas of new roads constructed or areas of major reconstruction to existing roads (e.g., improvement to two-track surfaces or road widening) for the sole purpose of accessing construction activities or as part of the final project	
6.	Equipment and material storage, staging, and preparation areas (laydown areas) not on paved surfaces	,
7.	Soil areas outside the surface area of trenches, laterals and ancillary facilities that will be graded, and/or disturbed by the use of construction equipment, vehicles and machinery during construction activities.	,
Tota	ls Areas Disturbed in ACRES: [i.e., Acres= XX total ft²/43,560 ft²]	ft²
		acres

4 Stockpiling Areas

Stockpiling areas, borrow areas and the removal of soils from a construction site may or may not be included when calculating the area of disturbed soil for a site depending on the following conditions:

- For stockpiling of soils onsite or immediately adjacent to a LUP site and the stockpile is not on a paved surface, that area of the base of the stockpile is to be included in the disturbed area calculation.
- The surface area of borrow areas that are onsite or immediately adjacent to a project site are to be included in the disturbed area calculation.
- For soil that is hauled offsite to a location owned or operated by the discharger that is not a paved surface, the area of the base of the stockpile is to be included in the disturbed area calculation except when the off-site location is already subject to a separate storm water permit.
- For soil that is brought to the project from an off-site location owned or operated by the discharger the surface area of the borrow pit is to be included in the disturbed area calculation except when the off-site location is already subject to a separate storm water permit.
- Trench spoils on a paved surface that ate either returned to the trench or excavation or hauled away from the project daily for disposal or reuse will not be included in the disturbed area calculation.

ENVIRONMENTAL REVIEW QUESTIONNAIRE FOR WORK WITHIN THE COUNTY OF SAN DIEGO ROAD RIGHT OF WAY (TO BE FILLED OUT BY APPLICANT)

PERMITTEE NAME OR ORGANIZATION:
PROJECT NUMBER OR NAME:
PROJECT LOCATION:
Please Check YES or NO for the following statements. (Note: further environmental review may be required by applicant and/or County staff for a "Yes" answer.)
The project proposes grading, filling, or dredging within a creek or wetland area The project will remove vegetation adjacent to a creek or wetland area The project will harm or remove healthy, mature, or scenic trees The project is located on a hazardous waste site per Section 65962.5 of Gov. Code The project will degrade surface water quality The project will impact groundwater quality or quantity The project will have significant impact to aesthetics or visual resources The project is located on a dedicated trail, or pathway The project will impact historic, tribal cultural, or prehistoric resources
The project will conflict with the County Noise Ordinance (San Diego County Code of Regulatory Ordinances, Title 3, Division 6, Chapter 4) The following language shall be placed on the project plans and will become permit conditions:
"If during the course of any ground disturbing activities any historic or pre-historic resources are identified, work will be ceased immediately in that area and the Department of Public Works notified. Work will commence once authorized by the Department of Public Works." "To avoid harm to any mature trees, the applicant will not place any concrete, fill, or grade within the canopy of
any tree with a diameter of 3 inches or greater unless only hand-tools are used or an arborist provides direction and certification that such activities would not cause harm to the tree."
"If existing landscaping is to be removed, the applicant will replace it in kind".
"As defined by the County Noise Ordinance, general sound levels will not exceed the limits defined in Sectior 36.404 of the Noise Ordinance. Further, construction Activities will not occur before 7 a.m or after 7 p.m. nor will any construction occur on Sundays or holidays without first obtaining a noise variance."
"No grading, fill, or any activities are permitted within a creek or wetland area."
I hereby certify the above answers are true and correct to the best of my knowledge:
SIGNATURE: DATE:

Check a Contractor License or Home Improvement Salesperson (HIS) Registration

Look up a contractor license or Home Improvement Salesperson (HIS) registration to verify information, including complaint disclosure. Before hiring a contractor or signing a contract, CSLB recommends you read the Hiring a Contractor page.



l	iter the contractor license number to check the status of their ense.
	Contractor License #
	SEARCH TIPS
	A California contractor license number doesn't contain alphabetic characters. Each contractor's plastic pocket license v. Thow the respective license number. Begin entry of your license number at "The left p sition and don't exceed 8 digits in the license number.

Please note: Our database is unchallable Sundays at 8 p.m. through Monday at 6 a.m. due to scheduled maintenance.

Trying to hire a licensed contractor and don't know where to start? Click **here** to create a list of licensed contractors by City or ZIP code.

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County of San Diego

Planning & Development Services (PDS) Land Development/Right-of-Way Counter 5510 Overland Ave., Suite 110, San Diego, CA 92123

Information Sheet For Insurance Requirements For Right-of-Way Permits

Persons, Organizations, or Contractors encroaching in the County-maintained Right-of-Way must provide proof of insurance from a generally recognized domestic insurance carrier for the duration of the permitted encroachment, as follows (please refer to samples):

1) CERTIFICATE OF LIABILITY INSURANCE

- The Certificate must show evidence of Commercial General Liability with a \$1,000,000 per occurrence limit of liability.
- The Certificate must name the County of San Diego as a CERTIFICATE HOLDER and the County of San Diego, its agents, officers, and employees as ADDITIONAL INSURED.
- The Certificate must include the insurance policy number.
- 2) **ADDITIONAL INSURANCE ENDORSEMENT** (CG 20 12 04 13, use latest version if available)
 - The Endorsement must name the County of San Diego, its agents, officers, and employees as ADDITIONAL INSURED for the above-noted Commercial General Liability policy.
 - The Endorsement must include the insurance policy number.

If the Permittee maintains broader coverage and/or higher limits than the minimums shown above, the County requires and shall be entitled to the broader coverage and/or higher limits maintained by the Permittee. As a requirement of this contract, any available insurance proceeds in excess of the specified minimum limits and coverage stated above, shall also be available to the County of San Diego.

Please mail or email proof of insurance to:

County of San Diego Planning & Development Services (PDS) Land Development/Right-of-Way Counter 5510 Overland Avenue, Suite 110 San Diego, CA 92123 Contact: **Permit Coordinator** Telephone: **(858) 694-2055**

Email:

ROWPERMITCOUNTER@SDCOUNTY.CA.GOV

Please indicate your permit record number when sending in your proof of insurance (DPW20XX-RWXXXX-12345)

Sample of Items 1 & 2



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 01/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUC				NAME: Produce	r Contact Nar		
	& Address			(A/C, No, Ext): (123)4	56-7890	FAX (A/C, No):	
of Insu	rance Company Producing Certificat	e		PHONE (A/C, No, Ext): (123)4 E-MAIL ADDRESS:			
				INS	SURER(S) AFFOR	RDING COVERAGE	NAIC#
				INSURER A: Name o	f Insurer A		12345
INSURE				INSURER B: Name of Insurer B 1234			
	Name & Address			INSURER C:			
	of Insured Contractor/Organi	zation		INSURER D:			
				INSURER E :			
				INSURER F :			
COVE	RAGES CER	TIFICAT	E NUMBER:			REVISION NUMBER:	
INDIC CERT EXCL	IS TO CERTIFY THAT THE POLICIES CATED. NOTWITHSTANDING ANY RE FIFICATE MAY BE ISSUED OR MAY LUSIONS AND CONDITIONS OF SUCH	EQUIREM PERTAIN POLICIES	ENT, TERM OR CONDITION , THE INSURANCE AFFORD B. LIMITS SHOWN MAY HAVE	OF ANY CONTRACT ED BY THE POLICIE BEEN REDUCED BY	OR OTHER IS DESCRIBED PAID CLAIMS.	DOCUMENT WITH RESPECT TO	WHICH THIS
INSR LTR	TYPE OF INSURANCE	ADDL SUB	R POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
X	CLAIMS-MADE OCCUR					DAMAGE TO RENTED S 100	00,000
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	J	^	LAIVIFL 12343	01/01/2020	01/01/2021	TERRORITIES TO SERVICE STATE OF THE SERVICE STATE STATE OF THE SERVICE STATE OF THE SERVICE STATE OF THE SERVICE S	00,000
GE	EN'L AGGREGATE LIMIT APPLIES PER:						00,000
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Δ1	OTHER: JTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$	
	ANY AUTO					(Ea accident) BODILY INJURY (Per person) \$	
	OWNED SCHEDULED					BODILY INJURY (Per accident) \$	
	AUTOS ONLY AUTOS NON-OWNED			\		PROPERTY DAMAGE 6	
	AUTOS ONLY AUTOS ONLY					(Per accident) \$	
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B OF	FICER/MEMBER EXCLUDED?	N/A	EXMPL12345	01/01/2020	01/01/2021		00,000
If y	es, describe under SCRIPTION OF OPERATIONS below						00,000
DE	SCRIPTION OF OPERATIONS DEIDW					E.E. DISEASE - FOLICI EINIT	,
DESCRIF	PTION OF OPERATIONS / LOCATIONS / VEHIC Prmit.	LES (ACOF	RD 101, Additional Remarks Schedu	le, may be attached if mor	e space is requir	ed)	
The Co	ounty of San Diego, its officers, agen	ts, & emp	ployees are included as add	itionally insured in ac	cordance to	General Liability policy provisions	3.
CERTI	FICATE HOLDER			CANCELLATION			
County of San Diego			SHOULD ANY OF	N DATE THE	ESCRIBED POLICIES BE CANCEL EREOF, NOTICE WILL BE DE LY PROVISIONS.		
	5510 Overland Avenue, Suite	e 110		AUTHORIZED REPRESE	NTATIVE		
	San Diego, CA 92123						
				<u> </u>			
				© 19	88-2015 AC	ORD CORPORATION. All rig	hts reserved.

ACORD 25 (2016/03)

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POLICY NUMBER: EXMPL12345 COMMERCIAL GENERAL LIABILITY
CG 20 12 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – STATE OR GOVERNMENTAL AGENCY OR SUBDIVISION OR POLITICAL SUBDIVISION – PERMITS OR AUTHORIZATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision:

County of San Diego, its officers, agents, & employees 5510 Overland Avenue, Suite 110 San Diego, CA 92123

Information required to complete this Schedule, if not shows above, will be shown in the Declarations.

- A. Section II Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or pulitical subdivision shown in the Schedule subject to the following provisions:
 - This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- 2. This insurance does not apply to:
 - a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
 - **b.** "Bodily injury" or "property damage" included within the "products-completed operations hazard".
- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

CG 20 12 04 13

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Page 1 of 1



Applications should be submitted to:

County of San Diego
Planning and Development Services (PDS)
Land Development Counter
5510 Overland Avenue, Suite 110
San Diego, CA 92123

(858) 694-2055 Fax (858) 279-7020

Email: rowpermitcounter@sdcounty.ca.gov

TRAFFIC CONTROL PERMIT: FOR TRAFFIC CONTROL WITHIN COUNTY MAINTAINED ROADS DURING CONSTRUCTION



COUNTY OF SAN DIEGO Department of Public Works

www.sdcounty.ca.gov/dpw

IMPORTANT NOTICE

Section 4216/4217 of the Government Code requires a DigAlert Identification Number (ID) be issued before a "Permit to excavate" will be valid.

> For your DigAlert ID Number Call Underground Service Alert TOLL FREE 811 or www.contact811.org Two working days before you dig.

> > For more information, go to: www.digalert.org

> > > FOR GENERAL INFORMATION ONLY
> > > NOT TO SUPERSEDE THE APPROPRIATE ORDINANCE

TRAFFIC CONTROL PERMIT

WHAT IS TRAFFIC CONTROL?

Traffic Control is the provision of a safe work area for workers within the public right-of-way (ROW) while maintaining a safe and efficient flow of traffic for all road users including motorists, bicyclists, and pedestrians.

PERMIT REQUIRED

A Traffic Control Permit must be obtained before—starting construction of repair of curbs, gutters, sidewalks, commercial and residential driveways, roadway surfaces, retaining walls, culverts, street light(s) or other work of any nature in the County right-of-way.



APPLICATION PROCEDURE

When applying for a traffic control permit, the appropriate (RDW) permits (Encroachment, Excavation, and Construction) should be concurrently applied for from the Planning Development Services (PDS) Land Development Counter. A Traffic Control Permit will not be processed until the appropriate ROW permits are approved.

The applicant shall provide the following;

- ◆ Complete Traffic Control application form:
 - Reason for Traffic Control Permit:
 - Exact work location: and
 - Desired dates and time of work.
- Traffic Control Permit application submittal checklist
- 11x17 size Traffic Control Plans or current San Diego Regional Standard Drawings (SDRSD) that include the work being performed, exact location of work, and proposed temporary Traffic Control through the work area.

EXTENSION OF PERMITS

All requests for extensions should be submitted through PDS Land Development Counter at least seven days prior to the end of the original finish date. All permit conditions and requirements are to remain in effect.

NO FEES

There is no fee for a Traffic Control Permit. It takes **approximately six weeks** to process a Traffic Control Permit because it requires review and approval by the County Traffic Engineer.

SPECIAL REQUIREMENTS

- The permit holder must contact The Department of Public Works Private Development Construction Inspection team at (858) 694-3165 at least 24 Hours before start and finish of work.
- Appropriate lights, barriers, warning signs or other measures designed to protect the traveling public must be erected by the permittee per the Approved Traffic Control Permit.
- Permittee is responsible for ensuring a prevailing wage is paid to all traffic control workers engaged on the project in accordance with Section 74.301 of the San Diego County Code of Regulatory Ordinances. A traffic control worker means any person engaged in stopping, slowing or directing traffic through a construction site or other portion of a Highway subject to a disruption in travel; except, the term does not include any public agency employee engaged in traffic control for the public agency. Any failure to pay the required wage may, without limitation, be enforced by the Director of the Office of Labor Standards and Enforcement (OLSE) or any other County official with enforcement authority as a violation of the terms of the permit or approval. Permittee shall be required to furnish any records requested by OLSE in the enforcement of a complaint or audit related to compliance with this ordinance.





COUNTY OF SAN DIEGO DEPARTMENT OF PUBLIC WORKS TRAFFIC ENGINEERING SECTION

APPLICATION FOR TRAFFIC CONTROL PERMIT _____

Type of traffic control: flag, shift, etc.

County of San Diego DPW Traffic Engineering Section Room 470, MS 0334 5510 Overland Ave, Suite 410 San Diego, CA 92123-1239

Agent or Applicant

Telephone/voice mail:(858) 694-3863
Secretary (858) 694-3850
Fax (858) 694-3928
DPWTRAFFICCONTROL.PERMIT@SDCOUNTY.CA.GOV
Submit application to: ROWPERMITCOUNTER@SDCOUNTY.CA.GOV

Incroachment/Excav					
Applicant Informati	ion				
ompany					
gent/Applicant					
	Last Name	First			
gent Telephone #	Agent E-m	nail Address:			
gent Mailing Address:	Street Name and Number		City		
	Street Name and Number		City	State	Zip Code
leason for Traffic Control	l:				
	Start Date:	Start Time:	a.	m. / p.m.	
·	Finish Date:	traffic control on the fo	allowing street	t/streets:	
·		traffic control on the fo	allowing street	t/streets:	
STREET 1	a permit be granted for t	traffic control on the fo	allowing street	t/streets:	
STREET 1STREET 2	t a permit be granted for t	om Street	allowing street	t/streets:	
STREET 1STREET 2	t a permit be granted for t Fro	om Street	allowing street	t/streets:	
STREET 1STREET 2	e a permit be granted for the front of the f	om Street	allowing street	t/streets:	
STREET 1STREET 2STREET 3STREET 3STREET 3STREET 3STREET 3STREET 2STREET 3STREET	e a permit be granted for the front of the f	om Streetom Street	allowing streetTo To sirid #	t/streets:	
STREET 1STREET 2STREET 2STR	r a permit be granted for the front of the f	om Street omas Brothers Map Page and G	allowing streetTo To Grid #To	t/streets:	
STREET 1 STREET 2 COMMUNITY S Road Closure Requence of the control of the c	ra permit be granted for the front of the fr	om Street omas Brothers Map Page and G m Street Start Time:	allowing streetTo Grid #To	m. / p.m.	

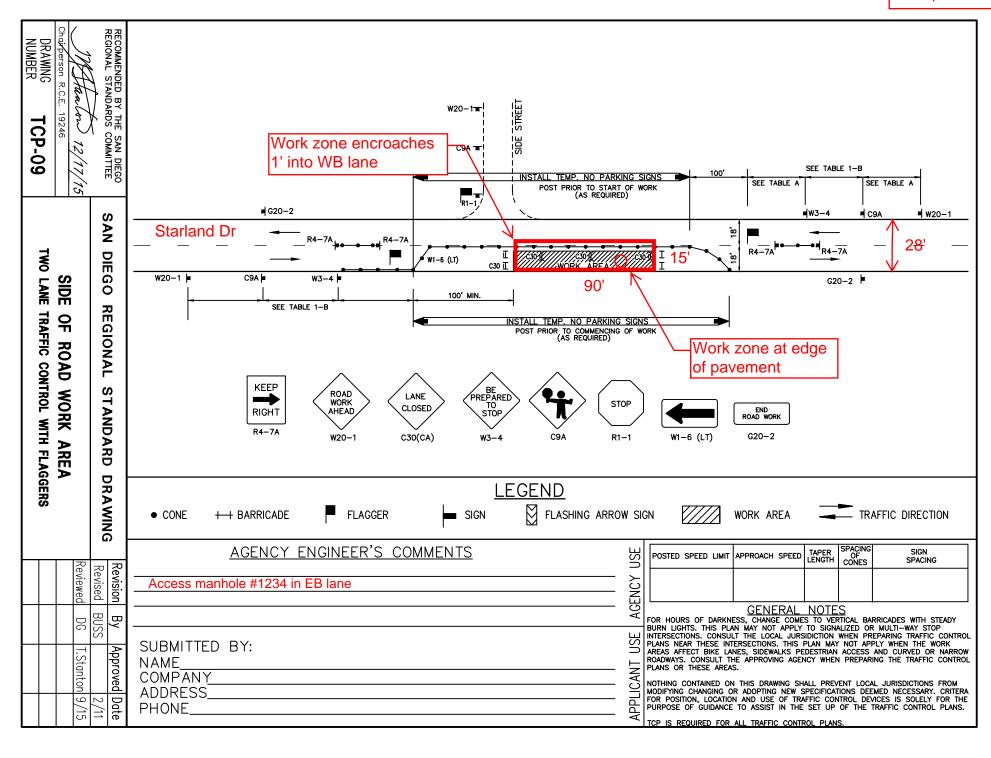
TRAFFIC CONTROL PERMIT (TCP) APPLICATION SUBMITTAL CHECKLIST

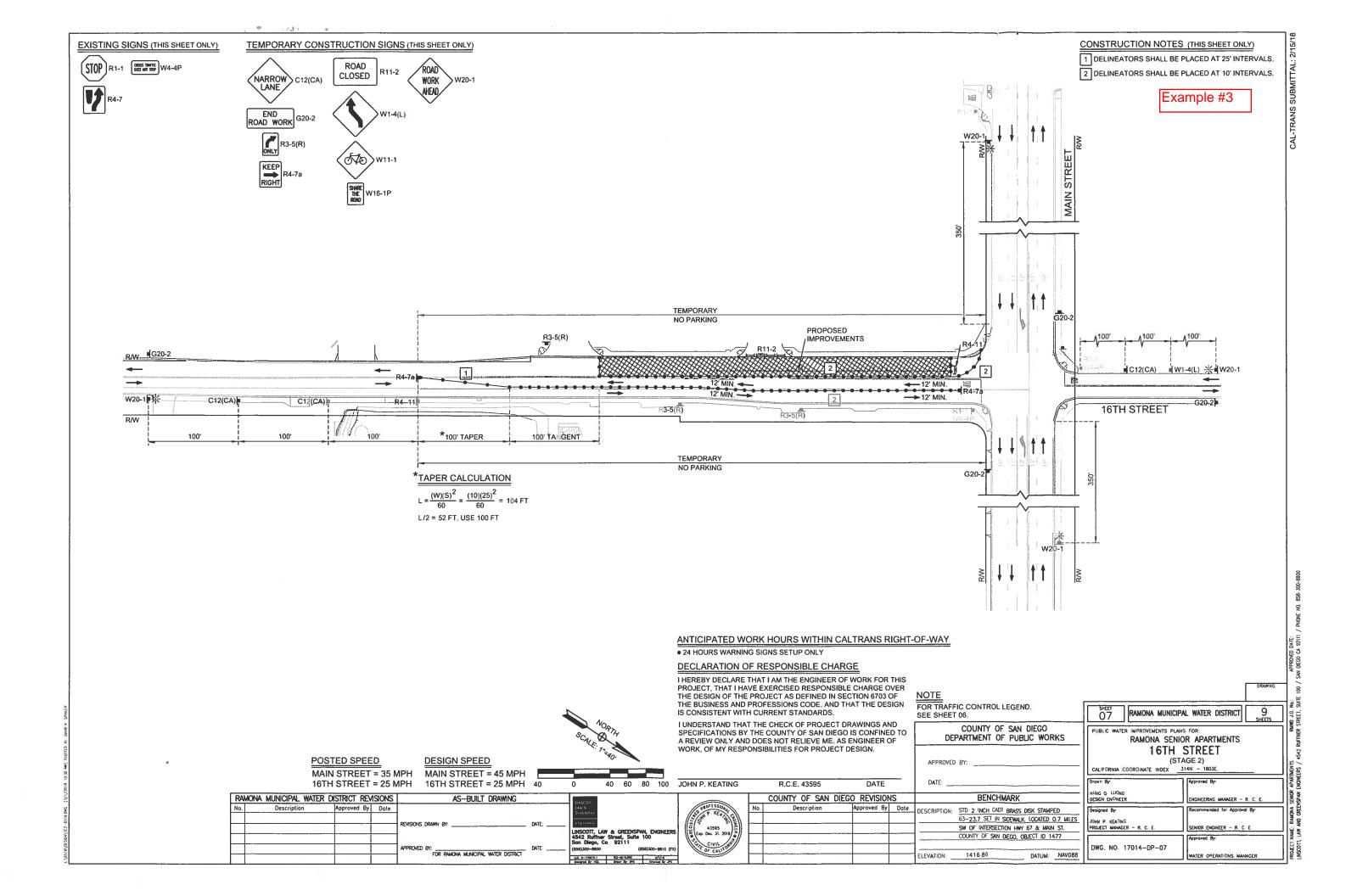
Application package must include the following requirements at a minimum. Application is subject to rejection if any of the following information is not completed.

Description/type of work being done (Ex. access manhole, replace overhead lines on existing poles, replace water service line, etc.)
Roadway Characteristics:
Names of Road(s)
County Maintained Road(s) (Yes/No)
Work affecting other jurisdictions (Yes/No) If yes, please list.
Road Classification on Mobility Element Map
(Ex. 2.2E Light Collector, 4.1A Major Road, Not on Mobility Element Map, etc.) https://www.sandiegocounty.gov/content/dam/sdc/pds/gpupdate/docs/MobilityNetworkApp endix 2023.pdf
• Speed Limit
https://codelibrary.amlegal.com/codes/san_diego/latest/sandiego_regs/0-0-0-83299 Refer to Title 7, Division 2, Articles 11 and 12 of San Diego County Code of Regulatory Ordinances.
• # of Lanes
Roadway Width
Centerline Striping (Yes/No)
Bike Lanes (Yes/No)
• Sidewalk (Yes/No)
Traffic Signal in County Right of Way (Yes/No)
Traffic Signal in other jurisdiction (Yes/No)
• School zone within ½ mile of work zone (Yes/No)
If yes, list school hours and provide school bell schedule.
Bus route or bus stops within work zone (Yes/No)
https://www.sdmts.com/ http://www.gonctd.com/

	Overview map. Show location and limits of work area (length, width), including road name and distance to cross streets. See Example #1.
	Work site specific traffic control plans (See Example #3), appropriate California Manual on Uniform Traffic Control Devices (CA MUTCD) Part 6 Temporary Traffic Control (https://dot.ca.gov/programs/safety-programs/camutcd), or appropriate San Diego Regional Standard Drawing (SDRSD) from Appendix "A" Traffic Control Plans (http://www.regional-stds.com/home/book/drawings/appendix-a). If submitting an SDRSD, please denote roadway width and work area dimensions on TCP. Include offsets of work area to points of interest (edge of pavement, adjacent lanes, etc.). See Example #2.
Permittee is responsible for ensuring a prevailing wage is paid to all traffic control workers engaged on the project in accordance with Section 74.301 of the San Diego County Code of Regulatory Ordinances. A traffic control worker means any person engaged in stopping, slowing or directing traffic through a construction site or other portion of a Highway subject to a disruption in travel; except, the term does not include any public agency employee engaged in traffic control for the public agency. Any failure to pay the required wage may, without limitation, be enforced by the Director of the Office of Labor Standards and Enforcement (OLSE) or any other County official with enforcement authority as a violation of the terms of the permit or approval. Permittee shall be required to furnish any records requested by OLSE in the enforcement of a complaint or audit related to compliance with this ordinance. I hereby certify the above information and attachments are true and correct to the best of my knowledge.	
Α	Applicant Printed Name Applicant Signature Date
For Co	unty Use Only:
□ Cor	ntractor Insurance
□ Enc	roachment Permit Approval and/or Pavement Cut Policy











RIGHT-OF-WAY DONE RIGHT FAQ

TRAFFIC CONTROL WORK IN THE RIGHT-OF-WAY IS DANGEROUS!

It is essential that investments maximize worker and public safety and that the work is performed by a workforce that is well-trained and paid a wage that attracts high-quality workers and helps build healthy, self-sufficient communities.

On September 14, 2022, the Board of Supervisors directed the Chief Administrative Officer to develop and return with an ordinance that codifies a minimum wage for traffic control workers, including forepersons and other on-site staff necessary for traffic control, doing work on County of San Diegomaintained roads equal to or greater than the prevailing wage that is set by the Department of Industrial Relations in the State of California for traffic control on public works projects according to the type of work and location of the project.



WHAT DOES THE RIGHT OF WAY ORDINANCE DO?

Requires a prevailing wage be paid for all traffic control work performed by traffic control workers on roads maintained by the County of San Diego, with or without a permit.



WHAT IS THE CURRENT PREVAILING WAGE FOR TRAFFIC WORKERS?

The Prevailing Wage Rate for Building Construction Traffic Control Work - \$62.80 The Prevailing Wage Rate for Engineering Construction Traffic Control Work - \$64.04



All Traffic Control Workers meaning: any person engaged in stopping, slowing or directing traffic through a construction site or other portion of a Highway subject to a disruption in travel, including forepersons and other on-site staff necessary for traffic control, doing work on County of San Diego maintained roads.



WHEN DOES THE ORDINANCE TAKE EFFECT?

Any permit or approval issued by the County of San Diego after March 10 to perform work within a Highway that requires the use of a Traffic Control Worker must comply with this ordinance.



Prevailing Wage Rates for Traffic Control Work do not apply to Small Projects which includes:

- · A single-family residence;
- Event sponsored by a non-profit organization that makes use of a highway for no more than
- Any project costing less than \$1,000



WHAT IS THE PENALTY FOR NOT PAYING PREVAILING WAGE TO TRAFFIC **CONTROL WORKERS?**

Any failure to pay the required wage may, without limitation, be enforced by the Deputy Director of the Office of Labor Standards and Enforcement. Remedies can include: citation, civil penalty, injunctive relief (not limited to a stop work order).

HOW CAN A WORKER FILE A COMPLAINT AGAINST THEIR EMPLOYER IF THEY BELIEVE THEY WERE NOT PAID PREVAILING WAGE?



If you believe your rights under the Right-of-Way Done Right ordinance have been violated, you may file a complaint with the San Diego County OLSE by visiting www.sandiegocounty.gov/content/sdc/OLSE.html or by giving our office a call at (619) 531-5129.



WHAT IF I AM AN EMPLOYER AND I STILL HAVE QUESTIONS?

Contact the County of San Diego Department of Public Works at (858) 694-3850 for further information.

1 The Director of the California Department of Industrial Relations determines the general prevailing rate of per diem wages for a particular craft, classification, or type of worker by geographical area, General determinations are typically issued twice a year on February 22 and August 22.

² The prevailing wage rate is the entirety of all of the following = \$37.68 (basic hourly rate) + \$8.75 (health and welfare) + \$9.99 (pension) + \$5.20 (vacation and holiday) + \$0.70 (training) + \$0.48 ("other") = \$62.80

³ The prevailing wage rate is the entirety of all of the following = \$38.80 (basic hourly rate) + \$8.75 (health and welfare) + \$9.99 (pension) + \$3.00 (vacation and holiday) + \$0.70 (training) + \$2.80 ("other") = \$64.04



