



## Encroachment Permit Required Documents

(All work conducted in the City right-of-way requires a permit.)

The Hanford City Council has adopted Encroachment Permit Ordinance No.90-11, and Resolution No.90-67-R. In applying for an Encroachment Permit, we ask that you submit the following:

1. Plan sketch showing proposed work, including dimensions and call outs.
2. Traffic Control Plan (TCP) showing Temporary Traffic Control (TTC) and Pedestrian Control will be required. Plans should include any cross street at or near work area. All TCP, TTC and Pedestrian Control must meet current MUTCD standards.
3. Certificate of Liability Insurance (City of Hanford must be added as Certificate Holder).
  - a. Liability - \$2,000,000 per Occurrence and \$4,000,000 Aggregate
  - b. Automobile - \$1,000,000
  - c. Workers' Compensation - \$1,000,000
4. Copy of Contractor's License.
5. Copy of Business License.
6. \$365 Fee.
7. Permit will not be approved until all items are submitted and reviewed.

Please submit all required documents. Providing complete information upfront will help streamline permit processing and result in faster turnaround times for Encroachment Permit approvals.