

**CITY OF ANAHEIM  
PUBLIC WORKS, DEVELOPMENT SERVICES  
RIGHT OF WAY CONSTRUCTION PERMIT APPLICATION**

P: (714) 765-5176  
[PWEPC@Anaheim.net](mailto:PWEPC@Anaheim.net)

DATE OF APPLICATION: \_\_\_\_\_

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_ CLIENT W/O # \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_  

(Number)
(Direction)
(Street Name)
(Unit)

DESCRIPTION OF WORK: \_\_\_\_\_

ASSOCIATED PERMITS: \_\_\_\_\_

**Work Will Require Closure of the Following (Check All that Apply):**

- Bus Stop   
  Sidewalk/Parkway   
  Shoulder/Parking Lane   
  Intersection   
  Median  
 Travel Lanes (partial street closure)   
  Whole Road (full street)

**Location:**

Name of Street:	From:	To:	Start Date:	End Date:

**WORK TO BE PERFORMED**

<input type="checkbox"/> Backflow / R.P. Devise	<input type="checkbox"/> Drive Approach	<input type="checkbox"/> Pavement Replacement	<input type="checkbox"/> Storm Drain
<input type="checkbox"/> Boring	<input type="checkbox"/> Dry Utility Trench	<input type="checkbox"/> Sewer Lateral	<input type="checkbox"/> Storm Water Quality Device
<input type="checkbox"/> Communication	<input type="checkbox"/> Fence in Right-of-Way	<input type="checkbox"/> Sewer Main	<input type="checkbox"/> Water Main
<input type="checkbox"/> Curb and Gutter	<input type="checkbox"/> Monitoring Manhole	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Water Service
<input type="checkbox"/> Curb Core	<input type="checkbox"/> Parkway Drain	<input type="checkbox"/> Street Light	<input type="checkbox"/> Grade Separation
<input type="checkbox"/> Drainage Connections	<input type="checkbox"/> Parkway Landscaping	<input type="checkbox"/> Signing / Striping	<input type="checkbox"/> Other:

<b>APPLICANT:</b> <input type="checkbox"/> Contractor <input type="checkbox"/> Other:		<b>ENGINEER:</b> <input type="checkbox"/> Civil <input type="checkbox"/> Soils <input type="checkbox"/> Hydrology	
Company:		Company:	
Name:		Name:	
Address:		Address:	
City/State/Zip:		City/State/Zip:	
Phone Number:		Phone Number:	
Email:		Email:	
State Lic. No.:	Exp. Date:	State Lic. No.:	Exp. Date:
Business License No.:		Business License No. (Req'd):	

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<b>ENGINEER:</b> <input type="checkbox"/> Civil <input type="checkbox"/> Soils <input type="checkbox"/> Hydrology	<b>CONTRACTOR:</b>
Company:	Company:
Name:	Name:
Address:	Address:
City/State/Zip:	City/State/Zip:
Phone Number:	Phone Number:
Email:	Email:
State Lic. No.:                      Exp. Date:	State Lic. No.:                      Exp. Date:
Business License No. (Req'd):	Business License No. (Req'd):
<b>PROPERTY OWNER / DEVELOPER:</b>	<b>CONTACT PERSON:</b>
Name:	Name:
Address:	Address:
City/State/Zip:	City/State/Zip:
Phone Number:	Phone Number:
Email:	Email:

**A Depositor's Trust Fund (DTF)** is required at plan submittal. Fees are reflected on the City's approved fee schedule. Please note, that these are estimated fees. Additional fees may be assessed and funds requested during the review and inspection process. At the end of the project, any remaining funds ***will be refunded to the Trust Account (DTF) holder.***

FIND CURRENT FEE SCHEDULE ONLINE AT:  
<https://anaheim.net/DocumentCenter/View/52606/FEE-SCHEDULE->

**NOTIFICATIONS:**

1. Review chapters 12.02 through 12.29 of the City of Anaheim Municipal Code and visit [www.anaheim.net/publicworks](http://www.anaheim.net/publicworks) for additional information.
2. Upon plan review approval the signing **contractor must hold a General A for right of way construction and/or Specific on site scope of work License type** with the State of California and maintain a **valid City of Anaheim business license** for permit issuance. For question related to Business License requirements, please contact the *Business License Division* at (714) 765-5194.
3. Homeowners **may perform their own work** for residential sidewalk, driveway approaches and curb drains.
4. Contractor must furnish the City with a Certificate of Insurance providing coverage naming the City of Anaheim, its officers and agents, additional insured by endorsement.  
The City's general insurance requirements are:
  - a) Comprehensive General Liability Insurance: \$1,000,000 per occurrence.
  - b) Workers' Compensation Insurance: as required by State statutes.
  - c) City of Anaheim to be named as an Additional Insured on the captioned insurance coverages as respects to the City's interests. This is to be complied with by presenting an appropriate insurance certificate to the City prior to issuance of a permit; and by presenting to the City an endorsement

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to the policy signed by an officer of the insurance company before a permit can be issued.

5. All policies of insurance shall provide for a minimum of thirty (30) days written notice of any change or cancellation of the policy. The Public Works, Construction Manager will place a stop to the project until a policy/insurance certificate is provided to the City of Anaheim, Public Works, Permitting to re-instate the permit.

*The Insurance certificate shall include the following verbiage:*

***The City of Anaheim, its officers, agents, employees, representatives and volunteers are included as additional insured as respects operations and activities of, or on behalf of the name insured, performed under contract for, or related to, the City of Anaheim.***

**IMPORTANT:**

Initial here: _____
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I Agree to comply with the Rules and Regulations adopted by the Director of Public Works, all provisions of the City Ordinances, Resolutions, Standards and Specifications currently in force, copies of which are available online at [www.anaheim.net/publicworks](http://www.anaheim.net/publicworks). I agree to have forms and subgrades inspected and approved prior to placing concrete, base, or asphalt concrete. I agree to pay for removal or proper replacement of any items installed under this permit which do not comply with the above. By signing this application and accepting the approved Permit for this project, the Permittee and applicant/assigned representative, state that the appropriate divisions and agencies as noted on the Issued Permit **will be notified at least 48 hours prior to start of any work.**

Applicant Signature Required:

\_\_\_\_\_ X \_\_\_\_\_  
Print Name: Signature

PUBLIC WORKS

OFFICE USE ONLY: PERMIT/PROJECT #.:

DTF #:

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