

Mono County Community Development Department

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Building Division

PO Box 8
Bridgeport, CA 93517
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ENCROACHMENT PERMIT QUESTIONNAIRE

The purpose of this questionnaire is to assist with determining whether an encroachment permit is required for your project, and from which agency. Please answer all of the following questions, provide project information, and sign the questionnaire.

- | | YES | NO |
|---|--------------------------|--------------------------|
| 1. Is access taken from a County road/right-of-way? | <input type="checkbox"/> | <input type="checkbox"/> |
| a. Will new access be constructed? | <input type="checkbox"/> | <input type="checkbox"/> |
| b. If access currently exists, will the current driveway apron be modified? | <input type="checkbox"/> | <input type="checkbox"/> |
| c. If access currently exists, will the current finished surface be modified? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Will any work occur within a County right-of-way or County road? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is access, either existing or to be constructed, taken from a State road/right-of-way? | <input type="checkbox"/> | <input type="checkbox"/> |

If question #3 was answered yes, *Caltrans* must be contacted regarding the project even if access and/or a *Caltrans* encroachment permit currently exists. Please contact Gayle Rosander at 760.872.0785 or gayle_rosander@dot.ca.gov.

If a Mono County encroachment permit is required, the Public Works Department will contact the property owner.

Project Location

APN: _____ Street Address: _____

Road from which access is taken: _____

Property Owner

Name: _____ Email: _____

Address: _____ Phone: _____

Certification Statement

I certify under penalty of perjury in accordance with the laws of the State of California that I am the owner*, or have authority to act on behalf of the owner**, of the above-described property and that the answers to the foregoing questions are true and correct to the best of my knowledge. I hereby agree to defend, indemnify, and hold harmless the County of Mono, its officers, and employees for any damage and/or expenses arising as a result of an incorrect answer(s) to any of the above questions.

Owner / Agent Signature: _____ Date: _____

* Owner is defined by Mono County Code section 13.08.020 as "the fee simple owner, an easement holder, licensee, or person claiming a property interest in the property on which work subject to this chapter [Mono County Code Chapter 13.08] is planned, where the applicant represents that the property interest encompasses and allows the type of work sought to be performed pursuant to the permit."

** A valid "Owner's Statement and Authorization of Agent to Act on Owner's Behalf" must be completed and on file with Public Works.