



ENCROACHMENT REQUIREMENTS

Santa Clara City has ordinances regulating the use and maintenance of city streets, sidewalks, curbs, and gutters. The following is a list of requirements (For additional details please refer to City Code of Ordinances.):

1. No placing or storing of portable toilets, trash dumpsters, building materials, dirt, gravel, broken concrete or debris on sidewalks.

Placement of these items on the sidewalks causes slight distance problems for traffic, interferes with pedestrian and wheelchair traffic and can be a liability and a hazard.

2. Access onto construction sites shall be provided by either cutting the drive approach when construction begins or by creating an approved ramp.

If the precise location of the drive approach is unknown, a ramp may be permitted providing it is properly built of wood or metal, allows proper drainage and does not extend onto the asphalt. Dirt and debris are **NOT** approved materials for ramps. When water flows, dirt and debris in the gutters cause storm drains to plug resulting in flooding of private property and public roadways. Appropriate example: Two (2) 4x4 wood or steel posts.

3. Drive approach inspection and compaction test required.

Contractors must follow the city's design standards when installing drive approaches and sidewalks. Drive approach inspections must be completed by the inspector prior to pouring concrete. Compaction Test Report done by the soils engineer must be on site at time of inspection or received by the city prior to inspection.

4. Encroachment Permits

A separate encroachment permit must be obtained for the temporary storage of materials, equipment or when work is done within any city right-of-way. This includes for example, the placement of landscaping, building or fencing materials on city walkways, curbs and gutters, or streets as well as curb or asphalt cuts of any kind and the removal and replacement of sidewalks. New home construction is not required to have a separate encroachment permit for the drive approach – the compaction test and inspection, however, are still required.

For any additional questions, please call the Santa Clara City Building Department at (435) 656-4690.