

## SUPPLEMENTAL ENCROACHMENT PERMIT APPLICATION INFORMATION

For additional information, including detail requirements, Frequently Asked Questions, links to guidance documents, and California Code of Regulations, Title 23, Division 2, Chapter 6 (**Regulations**), please go to: <https://water.ca.gov/Work-With-Us/Real-Estate/Encroachment-Permits>

Any questions or completed application package can be emailed to: [swp.encroachments@water.ca.gov](mailto:swp.encroachments@water.ca.gov)

	<b>PROJECT INFORMATION</b>	
<b>S E C T I O N  D</b>	1. SUPPLEMENTAL ATTACHMENTS	
	<input type="checkbox"/> PROJECT KMZ ATTACHED <input type="checkbox"/> DOCUMENTATION SUPPORTING ANY LAND RIGHTS HELD BY APPLICANT (Deeds, Agreements, etc)	
	2. DETAILED PROJECT DESCRIPTION (Include detailed information on the <b>entire</b> project occurring within DWR right of way, including construction activities, access, staging, etc.)	
	3. DO YOU HAVE CITY/COUNTY APPROVAL FOR THE PROJECT (if applicable)?	4. IF THIS IS A PUBLIC WORKS PROJECT, WHEN WILL IT GO OUT TO BID?
	5. IF THIS PROJECT REQUIRES ADDITIONAL UTILITY RELOCATIONS NOT INCLUDED IN THIS PLAN SET, PLEASE PROVIDE A LIST OF UTILITIES and CONTACT INFORMATION.	

	<b>ENVIRONMENTAL INFORMATION AND DOCUMENTATION</b>	
<b>S E C T I O N  E</b>	1. LIST OF AVOIDANCE, MINIMIZATION, AND/OR COMPENSATION MEASURES IMPLEMENTED (Best Management Practices, dust suppression measures, mitigation measures)	
	2. LIST OF ENVIRONMENTAL RESOURCES THAT WILL BE DISTURBED BY THE PROJECT (temporarily or permanently; both cultural and biological).	
	3. IDENTIFICATION AND DESCRIPTION OF ANY INTERMITTENT, SEASONAL, AND PERENNIAL WATER (i.e. wetlands)	

4.	ENVIRONMENTAL COMPLIANCE EVIDENCE PROVIDED (check and attach copies of documents): <input type="checkbox"/> CEQA Exemption <input type="checkbox"/> Initial Study/Neg Dec <input type="checkbox"/> EIR <input type="checkbox"/> Regulatory Agency Permits obtained for the purpose of the project (Permits Listed: _____)
5.	DOCUMENTATION ATTACHED SUPPORTING COMPLIANCE (Please list and attach copies of federal, state, and/or local permits, Cultural Resources technical report, biological survey and record search results, etc).

**Encroachment Permit items included in initial plan submittal for a more comprehensive review** (Applicant to check boxes for confirmation):

- Final design for construction included in application (any re-design will require additional DWR review/time). Applicant understands that any approved Encroachment Permit must include the original California registered professional engineer's stamp and signature. California Code of Regulations §610.1(b)(2)
- DWR right of way boundary clearly shown and called out on all plan views. California Code of Regulations §610.1 (b)(3).
- All existing DWR facilities are clearly shown and called out (with DWR stationing) per DWR as-builts, and/or field surveys completed by the Applicant. California Code of Regulations §610.1(b)(5). DWR As-builts can be requested from DWR Real Estate Branch. DWR As-Built Spec # \_\_\_\_\_
- Plan and Profile/Cross-section details including horizontal and vertical distance/clearance between the proposed work and the DWR facilities.
- Design plans are consistent with the description of the proposed encroachment(s) in Section B.3 and Section D.2 of the EP application. Work not within Right of Way and described in Section B.3 and Section D.2 should not be on the plans.
- Compliance with Federal, State, and local environmental laws (California Code of Regulation § 610.1(c)). Documentation supporting environmental compliance (such as Cultural Resources records search, pedestrian survey results, NAHC results, Biological resources survey results, etc). Full detailed requirements listed on DWR EP website – “EP Environmental Requirements” document.
- Designated individual in responsible charge for the protection of survey control and monument preservation within the construction area. Full detail requirements listed on DWR EP website – “EP Land Survey Requirements” document.
- Applicant has reviewed “EP Plan Set Guidance Document” on DWR EP website.
- Applicant has reviewed and incorporated relevant sections of the CA Code of Regulations Title 23, Division 2, Chapter 6 – Encroachments into the design plans.

*I, the undersigned applicant, understand that by submitting this application, I am responsible for payment of State costs for review of plans and for construction inspection costs of the permitted encroachment, regardless of whether the permit is issued or the work under the encroachment permit is completed. Applicant agrees to comply with California Water Code Section 12899 et seq. and related regulations.*

\_\_\_\_\_  
Signature of Applicant or Organization Representative and Title

\_\_\_\_\_  
Print or Type Name

\_\_\_\_\_  
Date