



Town of Queen Creek
 Development Services Department
 22358 S. Ellsworth Rd.
 Queen Creek, AZ 85142
 480-358-3000

APPLICATION FOR ENCROACHMENT PERMIT

GENERAL SITE INFORMATION

Project Name		Project Cross Streets	
Project Address			Date

PROJECT TYPE (Check one) SUBDIVISION COMMERCIAL UTILITY OTHER _____

TYPE OF WORK (Check one or more) SITE GRADING/DRAINAGE SEWER WATER DRY UTILITIES
 CONCRETE PAVING LANDSCAPE/IRRIGATION OTHER _____

ARE ANY PAVEMENT CUTS REQUIRED TO COMPLETE THIS WORK: YES (IF YES, SEE "J" BELOW) NO

DESCRIPTION/ SCOPE OF WORK:

GENERAL INFORMATION

- A. Applicant MUST be the contractor actually performing the work. **General contractors MAY NOT apply for subcontractors.**
- B. The Contractor shall submit two (2) approved paper set copies and one PDF version of the project plans. The PDF may be sent electronically or provided on CD.
- C. Improvements shall be constructed in accordance with approved project plans.
- D. The Contractor shall submit a traffic control plan to Traffic Engineering for approval prior to performing any activity within the right-of-way of a street open to public travel.

INSURANCE AND LICENSE REQUIREMENTS

- E. The Contractor will provide General Liability Insurance on an occurrence basis in the amount of \$1,000,000 or more and **name the Town of Queen Creek as additional insured.**
- F. The Contractor will provide Automobile Liability Insurance for hired autos and non-owned autos with a combined single limit of \$1,000,000 or more and **name the Town of Queen Creek as additional insured.**
- G. All contractors are required to be licensed with the State of Arizona. License # _____
- H. All contractors must have a Town of Queen Creek business license. License. # _____

OTHER REQUIREMENTS

- I. The Contractor shall provide the number of the dust control permit issued by the applicable county. This permit shall comply with PM-10 guidelines and regulations. Permit # _____
- J. All work shall comply with Article 7-9 of the Town Code – Pavement Cut Requirements. Street cuts are generally not approved unless they meet the requirements set forth in Article 7-9 of the Town Code. In the event there is no feasible alternative to cutting a street, **a cash bond will be required** per Section 7-9-3 of the Town Code. The Town Engineer may also require an overlay per Section 7-9-4 & 7-9-6 of the Town Code. The length and width of the overlay shall be determined by the Town Engineer.
- K. Other requirements: _____

The utility company has read and understands the requirements and conditions of this permit.

Company Name		Mailing Address		
Authorized Company Representative		City	State	Zip
Title	Work #	Fax #	Cell #	

I hereby certify that I have read this application and state that the above information is correct and that I am the owner or the duly authorized agent of the owner. I agree to comply with all Federal, Town and State laws relating to construction. I hereby request and authorize representatives of the Town of Queen Creek to enter upon the above-mentioned property for inspection purposes related to the encroachment permit.

Signature

Date

ARS 9-834. Prohibited acts by municipalities and employees; enforcement; notice. A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition. B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable. C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes. D. A municipality shall not request or initiate discussions with a person about waiving that person's rights. E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section. F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy. G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02. Per A.R.S. 9-495, in any written communication between the Town and a person, the Town shall provide the name, telephone number and email address of the employee who is authorized and able to provide information about the communication if the communication does any of the following: Demands payment of a tax, fee, penalty, fine or assessment, Denies an application for a permit or license that is issued by the Town, or requests corrections, revisions or additional information or materials needed for approval of any application for a permit, license or other authorization that is issued by the Town. An employee who is authorized and able to provide information about any communication that is described above shall reply within five business days after the Town receives that communication.

Permit #