



City of Palo Alto

Public Works Engineering
Phone: 650/329-2151 FAX: 650/329-2240
Inspection: 650/496-6929

ENCROACHMENT PERMIT & TEMPORARY LEASE

Permit No. 12 ENC-00130

PERMIT TYPE:

- ENCROACHMENT PERMIT (Right-of-way or public utilities easement encroachments)
- TEMPORARY LEASE (Encroachments on City-owned property)

PERMITTEE NAME AND ADDRESS:

Name: SVEN THISEN
314 Stanford Ave →

LOCATION OF ENCROACHMENT/LEASE:

DURATION:

Temporary 365 Days
 Indefinite

Phone: 415 225 7645

ESTIMATED START DATE: _____

ENCROACHMENT PERMIT TYPE:

Residential (Single Family)

- Standard: Architectural, structural, decks, spas, etc. in a Public Utilities Easement (PUE) or City right-of-way (ROW).
 - Dumpster or container (no insurance certificate is required).
 - Fence: Placement of a fence in a PUE or ROW (no insurance certificate is required)
- Non-Residential (Commercial)
- Standard: Awnings, lane or sidewalk closures, pedestrian protection structures, structural or architectural features, private structures, other long term encroachments in a PUE or ROW, lasting more than 5 days.
 - Short-Term: Sidewalk/street/alley encroachments, lane or sidewalk closures, unloading of materials, etc., lasting 5 days or less.
 - 1 Day: Sidewalk or lane closure lasting 1 day or less.
 - Minor: Placement of dumpster within downtown districts (additional fee for parking space rental, if applicable), and restaurant tables & chairs on sidewalk.

-PW STAFF USE ONLY-

FEES:

Fee Paid \$ WAIVED

Parking \$ _____

TOTAL \$ _____

Date Paid: N/A

INS CERT #: I-8747

REVIEWED AND RECOMMENDED FOR APPROVAL BY:

- Transportation
- Bldg Inspection
- Planning
- Real Estate
- Light & Power
- WG

Pursuant to the provisions of Sec 12.12 * of the Palo Alto Municipal Code, permission is hereby requested to construct and maintain an encroachment, or to use City-owned property, at the above location and in the manner described below:

DESCRIPTION OF ENCROACHMENT/LEASE: Install/operate Electric Vehicle Supply Equipment. Elec. Power provided

Permittee shall, at Permittee expense, remove said encroachment or any improvements constructed, and this permit/lease shall terminate within thirty (30) days after written notice from the City Engineer/Real Property Manager*. Permittee agrees that in the event of failure to remove such encroachment/improvement* within the time specified, the same may be removed, and the City's property or easement restored, by the City, and the cost thereof made a lien upon/against* Permittee/Lessee, pursuant to the provisions of Sec 12.12 of the Palo Alto Municipal Code.

Permittee, in consideration of the issuance of this permit/lease, agrees to maintain required evidence of liability insurance, for the life of the encroachment, that indemnifies and holds harmless the City of Palo Alto, its officers, agents, and employees from any liability of any nature whatsoever caused in whole or in part by reason of or in any manner connected with any and all operations, structures or conditions authorized or permitted by this permit/lease. The Permittee agrees and understands that this permit vests no estate.

Permittee shall be responsible for obtaining any and all permits which may be required by an Agency having jurisdiction over the property and/or proposed use. Notwithstanding the above, nothing contained herein shall obligate City to issue any permits or approvals required for construction.

Permittee hereby accepts this permit/lease* subject to all conditions set forth herein, and the attached Special Provisions and conditions, and agrees that all of said conditions and provisions shall be binding on Permittee, co-owners, heirs, assigns, transferees and successors in interest of every nature. This permit/lease* shall expire if work on the encroachment described within does not commence within sixty (60) days of the date of approval, or by the anticipated start date as indicated above, whichever is later.

X Sven Thesen 2 Nov 2012 [Signature] 1/15/13
 Permittee Authorized Representative Date APPROVED BY Issuance Date

X SVEN THISEN
 Print Name

For inspection call the Public Works Inspector @ (650) 496-6929 – Provide minimum one working day advance notice.

Work Satisfactorily Completed: Inspector

SPECIAL PROVISIONS

1. Permittee shall provide the City evidence of Personal Injury and Property Damage insurance in a form acceptable to the CPA Risk Manager, in the minimum amounts of \$1,000,000 each for personal injury and property damage or else as indicated below. Said insurance shall name the City of Palo Alto, its officers and employees as an additional insured and shall be primary insurance with any City insurance being excess only. Said insurance shall be maintained so long as this permit/lease* remains in force, and evidence of said current insurance and subsequent renewals shall be submitted to the City of Palo Alto, Public Works Engineering Division.

___ ALTERNATE COVERAGE REQUIRED: \$ _____,000 personal injury and \$ _____,000 property damage

2. Encroachment, construction or use shall not extend beyond the area identified and specified as part of this permit/lease.
3. Encroachment shall not restrict visibility to any traffic control devices or signs.
4. No encroachment is permitted in exclusive bike lanes (where parking is not permitted); bus stops, or "no parking zones" unless specifically authorized within this permit.
5. Encroachment shall not block or cover access to any utility pole, manhole, vault, cleanout, valve, junction or meter box.
6. Permittee shall maintain encroaching or constructed facility and/or the property in a good and safe condition. Construction shall be in conformance with plans approved by the City.
7. Whenever construction, reconstruction or maintenance work to City facilities requires relocation or modification of the encroachment, construction or use, such relocation or modification work shall be done by Permittee at Permittee's sole expense.
8. Permittee shall assure adequate visibility of encroachment, construction or use during daytime and nighttime hours.
9. Permittee shall conform to all requirements of the Palo Alto Traffic Control Manual, as applicable.
10. The Permittee is required to maintain any underground facilities listed with Underground Service Alert (USA). When requested, the Permittee is responsible to mark out appropriately all underground facilities described in this permit.
11. Any public and/or private improvements damaged by the encroaching activities must be repaired or replaced in-kind to the satisfaction of the improvement owner and at Permittee expense.
12. All dumpsters used in this permitted encroachment are required to be ordered through the City's contracted collector for waste disposal services.
13. In addition to this permit, Permittee shall obtain the following permits:

___ Street Work Permit from Public Works Engineering (associated ___ STR- _____).

___ Parking Permit from CPA Transportation Division.

___ Fence Permit from CPA Building Inspection Division.

___ Other special permit: _____

14. See Attachment(s) A B C D E F _____ for additional permit conditions.

15. OTHER: Persuant to section 12.12.010 of the Palo Alto Municipal code, encroachment permits are subject to revocation at any time for any reason. City has approved this permit as part of a limited-duration pilot program for EV chargers and permittee understands and agrees that he shall remove the charger or revise the installation to comply with any standards established by the City in the future for participation in the limited-duration pilot program or for a formal Curbside EV charger program when so requested by the City. Removal or revision shall be at the permittee's expense, and failure of the permittee to remove or revise such structure within a reasonable time after notice from the City may result in abatement or removal by the city as provided in PAMC 12.12.010.

② Applicant shall, prior to PW Inspector sign-off, contact the building inspector electrical specialist @ (650) 329-2496 to schedule an inspection to verify that an enclosure which allows access to the charger unit and the electrical junction box as well as the replacement of the existing GFCI breaker with a breaker that meets the specifications provided by the Clipper Creek.

GENERAL PERMIT CONDITIONS

The following conditions are made a part of the *Encroachment Permit or Temporary Lease*, as applicable:

I. GENERAL

1. Call Public Works Inspector* at least 24 hours (one working day) in advance of starting encroachment activity.
2. Permittee is responsible for obtaining any other permits required by the City of Palo Alto or any other governmental or quasi-governmental agency.

NOTE: Permittee must obtain parking permits from City's Transportation Division when any activities will be conducted in a manner precluding public access to any designated parking space in either the University Avenue or California Avenue Parking Assessment Districts, or time-limited parking areas in the Stanford Hospital area.

3. Permittee shall maintain liability insurance meeting City requirements for the lifetime of the encroaching activities or structures. The Permittee shall provide Public Works Engineering with annual insurance certificate renewals**. Failure to keep a current insurance certificate on file will result in the revocation of this permit/lease.
4. The permitted encroachment shall conform to Attachment(s) A-C.
5. If box to left is checked, an approved City of Palo Alto *Permit for Construction in a Public Street* is necessary prior to the commencement of the work described in this permit.

II. DURING ACTIVITIES

1. Construction activities and standards during the installation of this encroachment shall conform to requirements established in the associated *Permit for Construction in a Public Street* (if applicable).
2. Any existing improvements or utilities damaged during the encroachment shall be restored in kind or replaced to the satisfaction of the City of Palo Alto Public Works Inspector* at Permittee expense.

III. AT COMPLETION OF ACTIVITIES

1. Permittee is responsible for repair, restoration, or replacement of any and all property damaged as a result of this encroachment. Such repair, restoration or replacement shall be in kind or if City-owned property, in accordance with the City of Palo Alto Standard Specifications and/or any other requirements imposed by this permit. Permittee to contact the City of Palo Alto Public Works Inspector* 24 hours prior to commencing restoration activities. It may be necessary for permittee to obtain new or additional permits for restoration work.
2. Permittee shall obtain an inspection by City of Palo Alto Public Works Inspector* for closure of this permit. *Note: Encroachment removal activities may require the permittee to obtain additional City permits.*

*Public Works Inspector (650)496-6929

**Refer to above Encroachment Permit/Temporary Lease number on submitted document.

IV. OTHER CONDITIONS AND ADVISORIES

- 1. If box to left is checked, the Permittee shall, no later than date below, provide CPA Public Works Engineering Department** with as-built drawings showing in reasonable detail the configuration of any installation performed and showing location of the installation to scale and dimensioned to show location from existing features such as curbs, corners, property lines, etc. Failure to provide satisfactory as-builts may cause revocation of this Permit/Lease and will encumber approval of future permits by the Owner.

Required Submission Date: _____

*Public Works Inspector (650)496-6929

**Refer to above Encroachment Permit/Temporary Lease number on submitted document.

SPECIAL PERMIT CONDITIONS: Miscellaneous Encroachments into a Public Utility Easement or Right-of-Way

The following conditions are made a part of the *Encroachment Permit*,
as applicable:

I. GENERAL

1. Construction must conform to CPA Building & Planning Department requirements. All structures shall conform to the most current Uniform Building Code, as adopted by the City of Palo Alto.
2. The Permittee shall be responsible for the identification and location of all utilities, both public and private. Permittee shall contact Underground Service Alert (USA) @ (800)642-2444 at least 48 hours prior to beginning of any excavation work.

II. DURING INSTALLATION ACTIVITIES

1. During installation ~~of this form~~, the construction activity shall strictly conform to the City's Noise Abatement Ordinance, detailed in Chapter 9.10 of the Palo Alto Municipal Code. The construction activity is limited to the following hours:
 - Monday – Friday 8AM to 6PM
 - Saturday 9AM to 6PM
 - Sunday/Holidays..... PROHIBITED

Any work is limited to the above hours. Any construction activity outside these limits must be approved by CPA Police Department.

III. OTHER CONDITIONS AND ADVISORIES

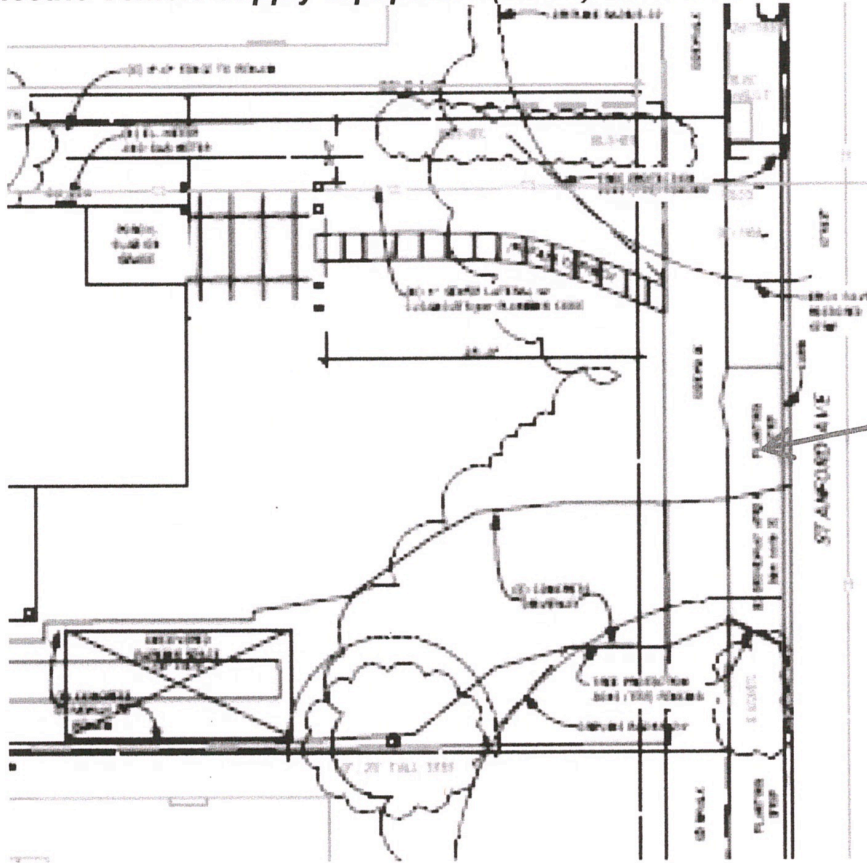
1. Permittee is responsible for repair, restoration, or replacement of any public or private property damaged as a result of the installation and/or existence of this encroachment. Any private improvements damaged shall be restored in kind to the satisfaction of the affected owner at Permittee expense. Any public improvement repair, restoration or replacement shall be in kind, in accordance with current City of Palo Alto Standard Specifications and the CPA Utilities Department specifications. The Permittee must contact the City of Palo Alto Public Works Inspector and the appropriate Utilities Department Inspector (if applicable) 24 hours prior to commencing restoration activities. It may be necessary for permittee to obtain new or additional permits for restoration work.
2. The Permittee shall enable access to City personnel for any work required to maintain public facilities contained within the permitted area. This includes, but is not limited to, utility facilities and City street trees.
3. The permitting of this structure in the City right-of-way or easement is revocable at any time. In the event the City of Palo Alto Utilities Department or the Public Works Department requires unrestricted access to this right-of-way or easement area for emergency maintenance or other work, removal of this structure may be necessary. In this case, restoration of this structure shall be at the Permittee's expense. *Also, new approval of the encroaching ~~form~~ will be required.*

Structure

PALO ALTO ENCROACHMENT PERMIT APPLICATION

Permit 12 ENC- 130
Attachment C
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Electric Vehicle Supply Equipment (EVSE) Location:

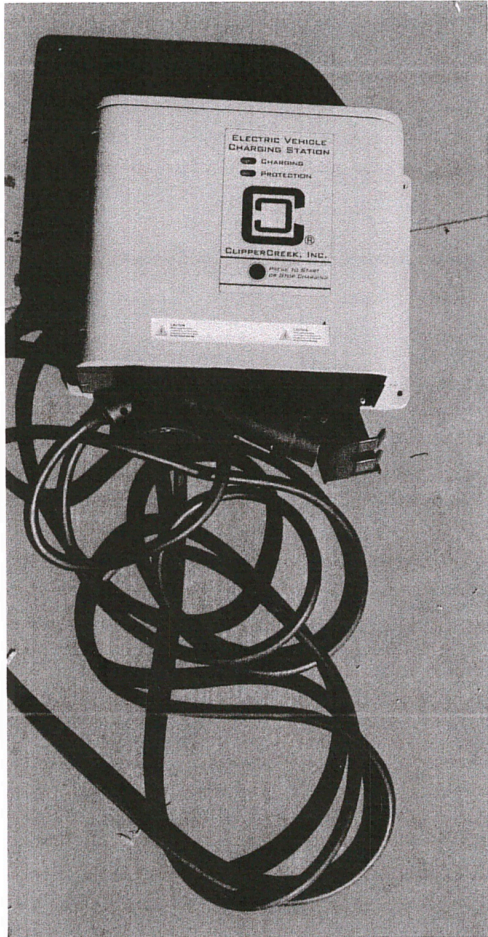


EVSE Location



EVSE Location

The EVSE, shown below, manufactured by Clipper Creek MS-40 will be mounted on a pole/ pedestal less than 5' high. A small box will be provided below the unit to contain the cord when not in use. Electricity to power the unit will be provided by the home at 314 Stanford. Conduit/ cabling for the EVSE runs under the sidewalk and back to the house's electrical panel.



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Attachment C
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Other Attachments:

State Farm Issued Certificate of Liability Insurance.