

**MINOR ENCROACHMENT  
PERMIT APPLICATION  
BLANKET / MAINTENANCE**

**Permit #**  
**ENC**

<b>U T I L I T Y</b>	NAME / POINT OF CONTACT			PHONE	JOB NO. / WORK ORDER NO.
	BUSINESS NAME				BLANKET PERMIT NO.
	MAILING STREET ADDRESS				eCAPS NO.
	CITY	STATE	ZIP	EMAIL	

ENTITY:  AT&T     SMUD     COMCAST     SAC SEWER     SUREWEST     MCI  
 LEVEL 3     FRONTIER     PG&E     ELECTRIC LIGHTWAVE     QUEST     X0  
 WAVE     OTHER: \_\_\_\_\_

<b>C O N T R A C T O R</b>	BUSINESS NAME			LICENSE NO.		
	MAILING STREET ADDRESS			CITY	STATE	ZIP
	CONTRACTOR POINT OF CONTACT	PHONE	EMAIL			

<b>S I T E</b>	SITE ADDRESS		START DATE	DURATION (DAYS)	COMPLETION DATE
	PRIMARY STREET (IF NOT TIED TO AN ADDRESS)	<input type="checkbox"/> INTERSECTION OF <input type="checkbox"/> BETWEEN <input type="checkbox"/> BOUND BY	ST. 1: _____		
	_____		ST. 2: _____		
	_____		ST. 3: _____		
_____	ST. 4: _____				
SCOPE OF WORK					
<input type="checkbox"/> EXISTING POLE <input type="checkbox"/> EXISTING PULLBOX <input type="checkbox"/> EXPLORATORY <input type="checkbox"/> POTHOING <input type="checkbox"/> OTHER:					
PROJECT DESCRIPTION					
_____					

**OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

By signing this application, Owner agrees to comply with the requirements of Sacramento City Code Chapter 12.12. The Code can be found at: <http://www.qcode.us/codes/sacramento/>.

**STAFF USE ONLY**

ECAPS NO. P1500	CITY APPROVER	RECEIVED DATE	APPROVED DATE
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**Final Processing:**

1. If the scope of work is other than the routine maintenance of existing facilities, potholing, fiber line proofing, or emergency repairs, the Owner/Contractor will be required to fill out the "CONSTRUCTION" Encroachment Permit application.
2. City does not collect a permit deposit for these applications. Each entity covered by this application has an assigned account number (ECAPS Number) which processing and inspection time are billed against and reviewed on a monthly basis.
3. Owner and Contractor will be notified by email or phone call when permit has been approved.
4. Approved permits will remain active a maximum of 60 calendar days from approval date or until the Estimated Start Date listed, whichever occurs first.
5. Contractor is required to contact the Construction Inspection Help Desk at 916-808-6810 a minimum of 1 week prior to the requested start date of work to schedule a preconstruction meeting.
6. If Contractor has not called the Construction Inspection Help Desk as required by #4 and #5 above, the permit status will change to EXPIRED.