



# CHECKLIST

## Encroachment Permit Requirements

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Please submit your permit application with supporting documentation to [PWPermits@dublin.ca.gov](mailto:PWPermits@dublin.ca.gov)

### For Application Acceptance:

- Completed and signed [Encroachment Permit Application](#)
- Plans showing the nature of the work
- Traffic Control Plan if lane / sidewalk closures are proposed

### Before Permit Issuance:

- Certificate of Insurance showing the following:
  - \$1,000,000 of General Liability Coverage
  - \$1,000,000 of Automobile Liability Coverage
  - Endorsement stating the City of Dublin and its employees as additional insured
- Proof of [Business License](#) obtained from the Community Development Department
- Permit [Fees](#) – to be determined by the Engineers
- Cash or Surety Bond – to be determined by the Engineers

### Please Note:

- Additional submittals and conditions may be required depending on the location and scope of work.
- These are general requirements only. Additional requirements may be required at the Engineer's discretion.