

**Saddle Creek Community Services District**  
**Regular Meeting of January 15, 2019**

**AGENDA SUPPORTING DATA**

**7. DISCUSSION AND ACTION ITEMS**

- b. Consideration of an Encroachment Permit Code Establishing Requirements Related to Excavations, and for the Placing, Constructing, Repairing, Changing or Removing of Encroachments in any District Real Property Easement or Roadway

**Recommended Motion**

Staff seeks the following motion:

***I move to approve the Encroachment Permit Code as presented.***

**Background**

The Board has directed the preparation of a permit process to regulate encroachments onto District roads. Attached hereto is draft policy language currently in place at another CSD that manages over 100 miles of public roadway. The District is currently working with our road engineer, Willdan, for the development of road standard specifications and details that identify the engineering/construction technical details expected for construction and reconstruction of roadways and encroachments.

The procedural details of the process of applying for and receiving a permit, the content of the application and permit itself, and fee schedule will be worked out in the coming months. Most of the provisions of this encroachment policy are at the discretion of the District, within the constraints of state law.