

# ENCROACHMENT REMOVAL AGREEMENT APPLICATION

CITY OF OCEANSIDE  
ENGINEERING DIVISION

## COMPLETE THE INFORMATION BELOW

Project Address:

Owner/Applicant

Phone:

Mailing Address:

Fax:

City/State/Zip

E-Mail:

Contact:

Phone:

Address:

E-Mail:

Explain the reason for encroachment:

Encroachment is located on:

Street/Right-Of-Way width \_\_\_\_\_ Easement Type \_\_\_\_\_ Easement width \_\_\_\_\_

Is this encroachment associated with a project? ☐ Yes ☐ No List Project File No: \_\_\_\_\_ Project Plan No: \_\_\_\_\_

Detailed description of encroachment:

Encroachment Constructed \_\_\_\_\_ Yes \_\_\_\_\_ No

**NOTE: Any construction performed in the right-of-way or easement requires submittal of a Construction Certificate and Traffic Control Plan to Engineering Division and approval by Engineering and Transportation Divisions**

Construction Certificate Permit NO. \_\_\_\_\_

Traffic Control Permit No. \_\_\_\_\_

### Submittal Check List:

- |  |   |
|--|---|
| <input type="checkbox"/> Preliminary Title Report/Vesting Deed | <input type="checkbox"/> Deeds/Reference Maps                   |
| <input type="checkbox"/> Assessor's Map                        | <input type="checkbox"/> Site Map (Exhibit A) Provide 5 copies. |
| <input type="checkbox"/> Photograph                            | <input type="checkbox"/> Signature Authority                    |
| <input type="checkbox"/> Transmittal Letter                    | <input type="checkbox"/> Encroachment Removal Agreement         |

Received By:

Date:

Processing Fee: \$

Permit No: **ERA-**

**NOTE:** The legal owner(s) of the parcel involved will be responsible for the accuracy of all the information submitted in connection with this application. All costs related to the preparation, submittal and recording of ERA shall be at the owner/applicant's sole expense. By accepting the application, the City of Oceanside, its officers, boards, commissioners, employees, agents and representatives, make no warranties, expressed or implied, that permission to place the encroachment with-in the right-of-way/easement will be granted or ERA will be approved.

**The owner is hereby informed that any private improvements placed within the public right-of-way/easement by owner, its agents and/or contractors without prior written approval and consent by the City is done so at the owner's sole responsibility and risk, and subject to the provisions of Chapter 31 of the Oceanside City Code.**