

ENCROACHMENT PERMITS: Information and Instructions

Copper Cove Rocky Road Community Service District (877)336-3843

Your Driveway (Encroachment) Permit

If you live in the Copper Cove Rocky Road Community Service District you will need a Driveway Encroachment Permit before connecting your **REQUIRED** driveway entrance to the road. The driveway entrance protects the road edge from expensive damage. The permit fee is \$25. The permit will allow you to build a driveway to the District road in the District's right of way.

Who needs a Permit?

Any person, corporation or association within the CCRRCSD will be required to obtain a permit to encroach any right-of-way within the boundaries of the District.

The District right-of-way starts at the road and goes to the marker-pins on your property. There is generally 5 to 20 ft from the edge of the road to the pins.



Any construction between the road and pins will require an Encroachment Permit.

How Do You Get an Encroachment Permit?

Use our online form: <https://rockyroad.community/encroachment-permit> or

Send an email to contact@rockyroad.community or

Mail your permit request to:

Rocky Road CSD

P.O. Box 357

Copperopolis, CA 95228

You will be sent instructions and an

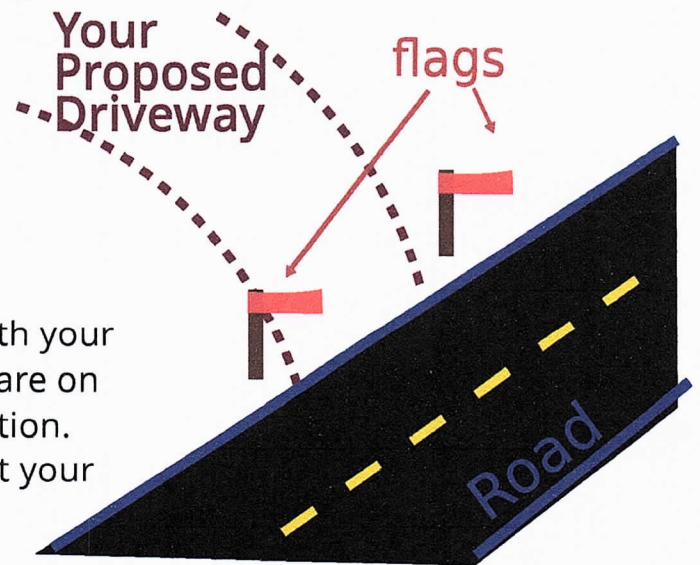
Application for a Permit

When you return your Application for a Permit with your

\$25.00 fee, be sure your lot number *and* address are on

the permit along with any other pertinent information.

You may need flags to mark where you want to put your driveway.



- If you are putting in an **Asphalt Driveway**, you will need a **grade inspection** before laying your asphalt paving. 2" Minimum thickness

- If you are putting in a **Concrete Driveway**, you will need a **grade and concrete forms inspection** before pouring your concrete. 4" Minimum thickness. Reinforced with at least one of the following, Fibers/wire mesh/rebar.

When your driveway encroachment is finished, call Rocky Road Community Service District for a final inspection. If the work is not completed by the permits expiration date the District may levy a non-compliance fee.

COPPER COVE ROCKY ROAD COMMUNITY SERVICE DISTRICT

P.O. BOX 357 Copperopolis CA 95228 (877-336-3843)

APPLICATION FOR ENCROACHMENT (DRIVEWAY ENTRANCE) PERMIT

When issued, PERMIT VOID IN 90 DAYS

Date submitted_____

Description or type of construction (Asphalt or Concrete) and minimum thickness

The undersigned hereby applies for permission to construct upon

address:_____

The undersigned hereby agrees to perform all work and furnish all materials as specified herewith, and work shall be in accordance with the rules and regulations as set forth by the designated District Agent adhering to Policy Manual sections 12.08.010-12.08.330.

Policy manual available at <https://rockyroad.community/documents/>

I further agree to call for inspections of the work as noted in the requested permit.

Call (877-336-3843) for inspections (48HRS NOTICE IS REQUIRED)

Contractor/Company Name

Owner Name

Contractor mailing address

Owner Address

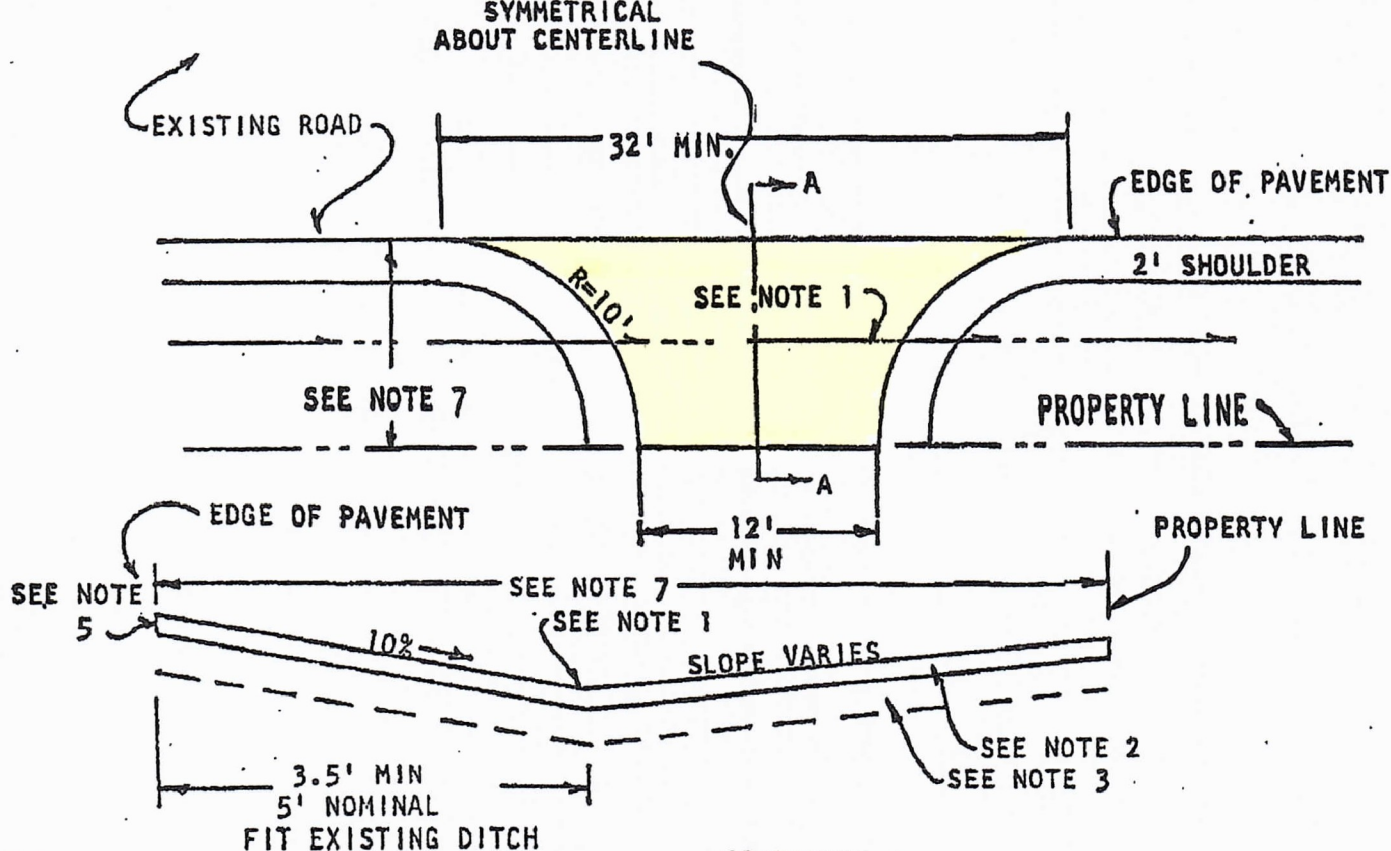
City, State, Zip

City, State, Zip

Contact person and Phone number (please print)

Applicant signature

Received by RRCSD agent



NOTES:

1. Finish grade flow line of valley gutter to coincide with flow line of existing maintained or clean ditch.
2. Two (2") inch asphalt concrete, or four (4") inch Portland Cement Concrete.
3. 4" Class II A.B. (2" bedding sand allowed with P.C.C.).
4. The use of cut back asphalt or cold mix is not permitted.
5. Square cut and apply bituminous tack coat at pavement edge prior to the placement of asphalt concrete surfacing.
6. No cuts are to be made in the roadway fill. No cut slope steeper than 1:1 within the right-of-way. No fill slope steeper than 1 ½:1 within the right-of-way.
7. Paved surfacing to extend to property line or a minimum of ten feet from road pavement edge, whichever is greater.

PRIVATE ROAD APPROACH

TYPE 1

NOT TO SCALE

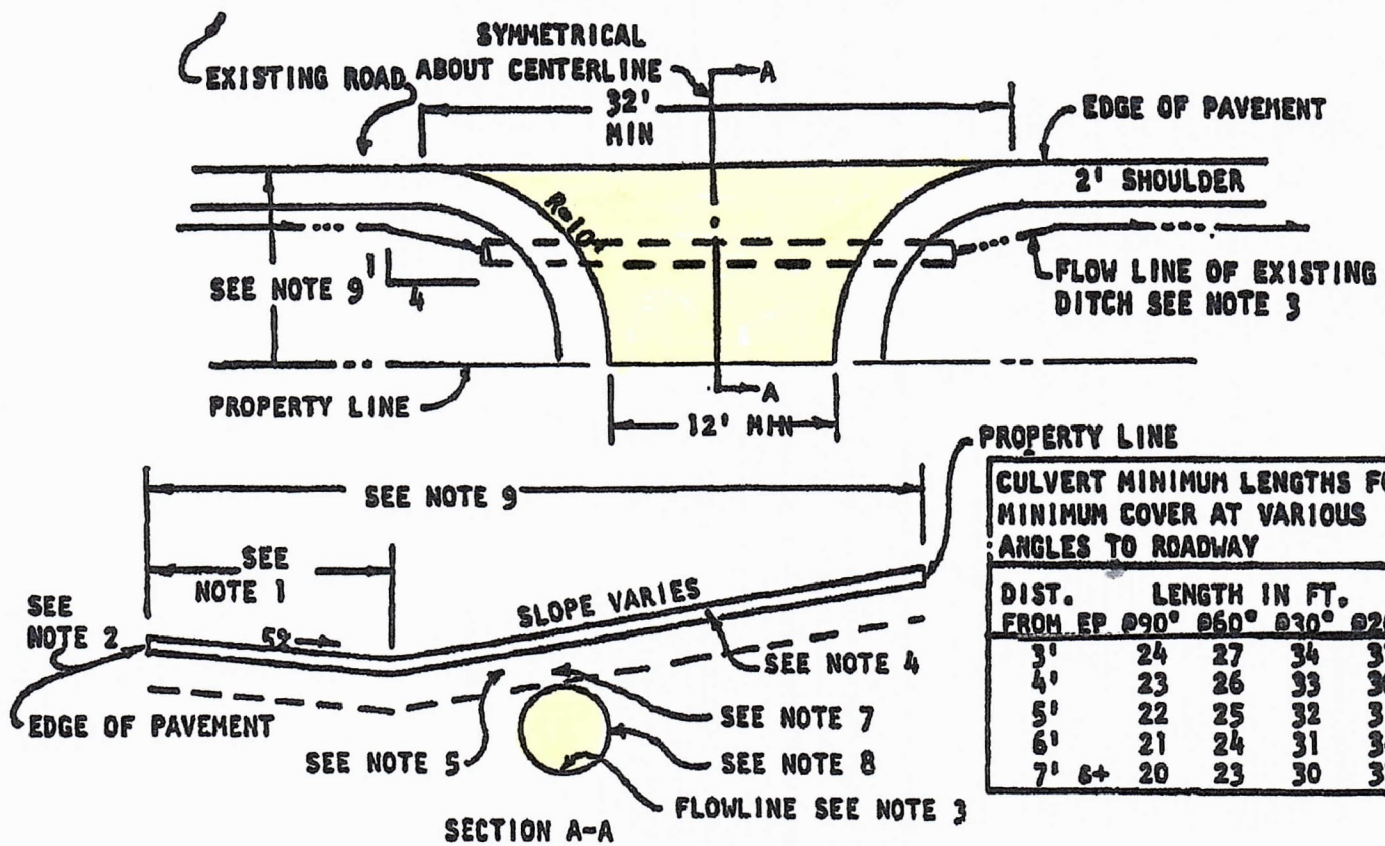
FIG. 18

DRN. CALAVERAS COUNTY DEPARTMENT OF PUBLIC WORKS

APPROVED

CKD.

Robert U. Kawasaki
Robert U. Kawasaki, P.E.
Public Works Director
Road Commissioner
R.C.B. #25622



NOTES:

1. Two (2") feet minimum, or fit existing shoulder where greater than two feet.
2. Square cut and apply bituminous tack coat at existing pavement edge prior to placement of asphalt concrete surfacing.
3. Deepening of existing ditch not permitted. Divert ditch as shown to obtain required cover over culvert. Ditch diversion angle not to exceed 1' in 4'. Erosion control required.
4. Two (2") inch asphalt concrete surfacing or four (4") inch Portland Cement Concrete. The use of cut-back asphalt or cold mix is not allowed.
5. Four (4") inch Class II aggregate base (2" bedding sand allowed with P.C.C.).
6. No cuts are to be made in the roadway fill. No cut slope steeper than 1:1, or no fill slope steeper than 1 1/2:1 within the right-of-way.
7. Minimum cover over culvert shall be at least four (4") inches aggregate base plus two (2") inches of asphalt concrete or four (4") inches of Portland Cement Concrete.
8. Culvert shall be 12" minimum diameter corrugated metal pipe unless otherwise stated in the permit.
9. Paved surface shall extend to the property line or a minimum of 10' from the edge of pavement, whichever is greater.

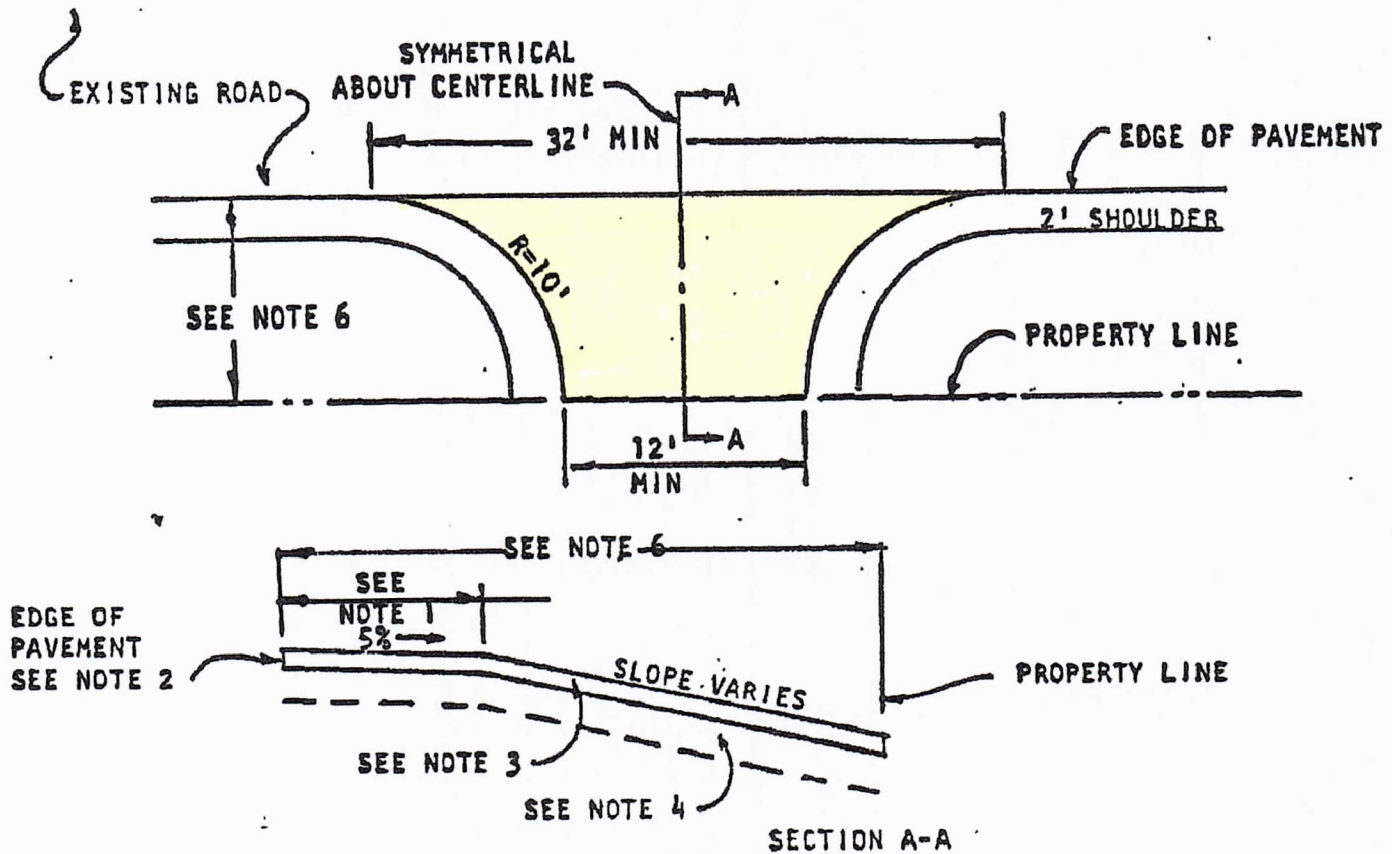
PRIVATE ROAD APPROACH

TYPE 2

NOT TO SCALE

FIG. 19

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CKD.	APPROVED <i>Robert U. Kawasaki</i> Robert U. Kawasaki, P.E. Public Works Director Road Commissioner R.C.E. #25622



NOTES:

1. Two (2') feet minimum, or fit existing shoulder where greater than 2'.
2. Square cut and apply bituminous tack coat at existing pavement edge prior to placement of asphalt concrete.
3. Two (2") inch asphalt concrete surfacing or four (4") inch Portland Cement Concrete. The use of cut-back asphalt or cold mix is not allowed.
4. Four (4") inch aggregate base, Class II (2" bedding sand allowed with P.C.C.).
5. No cuts are to be made in the roadway fill. No cut slope steeper than 1:1, or no fill slope steeper than 1 ½:1 within the right-of-way.
6. Paved surface to extend to the property line or a minimum of 10' from the edge of pavement, whichever is greater.

PRIVATE ROAD APPROACH

TYPE 3

NOT TO SCALE

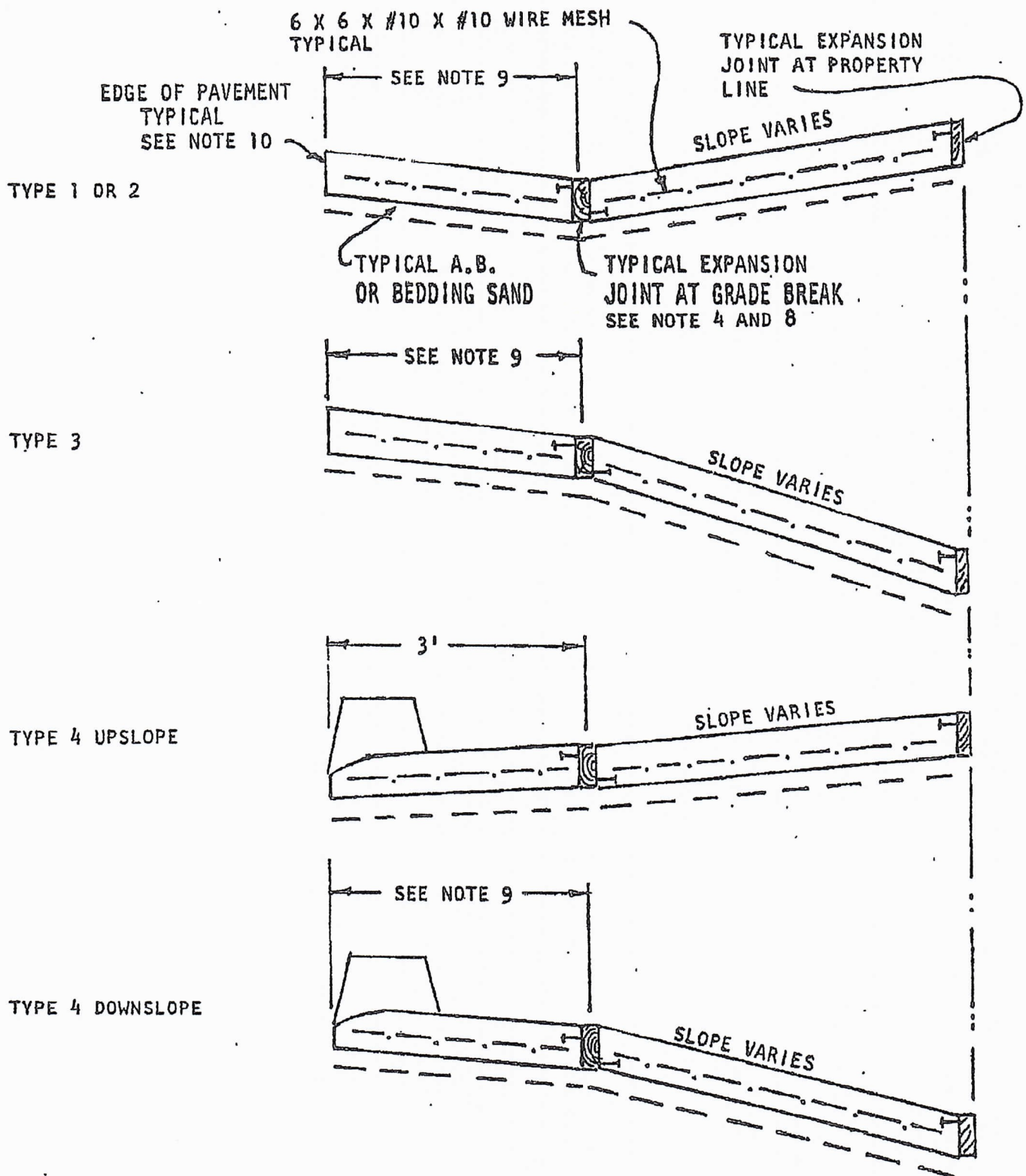
FIG. 20

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Road Commissioner
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PRIVATE ROAD APPROACH
PORTLAND CEMENT CONCRETE

SHEET 1 OF 2

NOT TO SCALE

FIG. 22

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CKD. Robert U. Kawasaki, P.E.
Public Works Director
Road Commissioner
R.C.E. #25622

1. Inspection of COMPLETED form work prior to the placement of concrete is mandatory.
2. 4" nominal lumber shall be used for screed forms. Form construction shall be sufficiently rigid as to prevent form movement during the placement of concrete.
3. Within the right-of-way, no head or parapet walls shall extend above the required surface grade of the driveway or above a point two inches below the adjacent edge of pavement, whichever is lower.
4. Expansion joint shall be 2" x 4" nominal (con hrt) redwood or commercially available expansion joint material at least 3/4" thick. The grade break expansion joint shall be placed as a rigid screed without possible movement during the placement of concrete. Anchor redwood to concrete with nails 2' on center (staggered).
5. The slope from the edge of pavement to the top edge of the grade break expansion joint shall not be less at any point than that shown on the assigned type.
6. P.C.C. encroachments which fail to meet grade requirements to the satisfaction of the Department of Public Works shall be removed immediately upon notice.
7. Concrete shall be five sack per cubic yard standard below 3,000 feet elevation and six sack per cubic yard, air entrained above 3,000 feet elevation.
8. Wire mesh to be discontinuous across grade break.
9. See assigned type for dimension and slope.
10. Square cut existing pavement before placement of concrete.

PRIVATE ROAD APPROACH
PORTLAND CEMENT CONCRETE

SHEET 2 OF 2

NOT TO SCALE

FIG. 23

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