Checklist for Encroachment Permit Application  (for use by Applicant)

1. ______  (1) copy  Encroachment Permit Application
2. ______  (3) copies  Plans & Details (11"x17" minimum size)
3. ______  (3) copies  Traffic Control Plan (if required)
4. ______  (1) copy  Contractors’ License
5. ______  (1) copy  City of Menifee Business License
6. ______  (1) copy  Contractors’ Insurance Certificate naming City of Menifee as additional insured
   •  $1,000,000 min. for each occurrence
   •  $2,000,000 min. for general aggregate
7. ______  Permit Deposit/Fee - see Encroachment Permit Fee Worksheet
   (Deposit amount calculated by staff)