

Yuba City Encroachment Permit Procedure



Please consult the follow checklist for working within the City of Yuba City's right-of-way. Contact Yuba City Engineering at 530-822-4632 with any questions. **All permits subject to City review and approval.**

Non-emergency Encroachment Permits

- Application including:
 - Plans/sketch/design
 - Traffic control plan
 - Insurance documents
 - City business license
 - List of subcontractors – including traffic control, CCTV, and restoration subcontractors (must have insurance on file and a City business license)
- Submit via email, mail, or in person
- Obtain permit prior to work
- Contact inspector 24 hours prior to work
- Multiple locations may be combined into single permit if simultaneous job & nearby (at City's discretion)

Emergency Encroachment Permits

- Contact inspector ASAP via phone, voicemail, or email – before or during work (including weekend hours)
- Submit application packet within 30 days after emergency work is completed (same as non-emergency process above)

Additional Information

- Public Works Construction Inspector: Jimmy Yacavace **530-713-1731** or jyacavace@yubacity.net
- Public Works Engineering Department: **530-822-4626** or pwpermits@yubacity.net
- Any encroachment work without following the appropriate procedure outlined above is subject to a **double fee** and may result in work being halted entirely until the situation is resolved, at the City's discretion.