

City of Camarillo
STANDARD CONDITIONS

GENERAL:

This permit must be available at the job site and must be available to inspectors. Normal working hours are Monday through Friday 7:00 AM to 3:30 PM. Any work after 3:30 PM Monday-Friday or any Saturday work will require inspection, call (805) 388-5350 for further details.

No work shall be conducted on Sundays or City observed Holidays. City observed holidays are as follows:

- New Year's Day
- Dr. Martin Luther King Jr. Day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day

Permittee shall sweep the job site and remove materials and equipment from the right-of-way at the end of each work day. Existing improvements shall be protected in place or replaced in kind if damaged within 30 calendar days of completion of encroachment work.

TRAFFIC:

Lane closures may not start prior to 8:30 AM unless otherwise approved.

Traffic control devices must be in place and must be inspected by the Public Works Inspector prior to commencement of work. Unsatisfactory work must be terminated and men, equipment, and materials moved from the City of Camarillo right of way on demand until acceptable traffic control devices are provided. Failure to provide acceptable traffic control or to comply with any other condition of the permit will result in a job shutdown until released by the Public Works Inspector. A second failure by the permittee/contractor to comply with any permit condition will result in a cancellation of the permit.

At no time will traffic control be allowed in the immediate vicinity so as to cause a hazard to a school pedestrian crosswalk during arrival and departure time periods.

At the end of each work day, streets shall be restored to accommodate two-way traffic and street surfaces shall be restored to smooth conditions, free of humps and depressions, for use by the public. Upon completion of the work project, all existing traffic improvements such as traffic signals, traffic signs, striping and pavement markings which were damaged, removed or obliterated as a result of the permittee's work shall be repaired or replaced. Repairs and replacements shall be equal to or better than the existing improvements and shall match them in finish and dimension.

NPDES:

Development shall be undertaken in accordance with conditions and requirements of the Ventura County Stormwater Quality Management Program, National Pollutant Discharge Elimination System (NPDES) Permit. Stormwater Pollution Control Plan (SWPCP) shall identify potential pollutant sources that may affect the quality of discharges to Stormwater and shall include the design and placement of recommended Best Management Practices (BMP) to effectively prohibit the entry of pollutants from the work site into the storm drain system during construction.

PROTECTION AND REPAIR OF EXISTING FACILITIES:

PROTECTION AND REPAIR OF FACILITIES – The permittee shall support and protect all wires, cables, pipes, conduits, poles, and other apparatus, both aerial and underground, by a method satisfactory to the owner. The owner has the right to support or protect any of its facilities at the sole expense of the permittee. In any case, if said wires, cables, pipes, conduits, poles or apparatus should be damaged (and for this purpose, pipe coating or other encasement of devices are considered as part of the structure), they may be repaired by the owner at the expense of the permittee or, if authorized by the owner, may

be repaired by the permittee under the supervision of the owner. The expense of repairs to any damaged facilities shall be borne by the permittee.

SURVEY:

Survey elements shall be preserved and referenced before construction and replaced after construction. Monuments are typically located in the sidewalk or on the curb and can include tags, nails, and scribed crosses.

Benchmark disks shall not be destroyed, or disturbed until a replacement with a second order, class one, geodetic elevation has been accepted by the City Engineer.

TREE ROOT REMOVAL OF A CITY TREE:

Prior to the cutting and/or removal of roots from any city tree, the permittee must notify the street division at (805) 388-5338 of the pending work. Removal of city tree roots during the course of any work associated with a city encroachment permit shall be done with a chain saw or root cutter that provides a clean uniform cut. No concrete or base material shall be placed directly adjacent to the fresh cut. Only approved backfill material will be allowed.

CLEANUP, BACKFILLING AND COMPACTION:

CLEANUP AFTER COMPLETION – Immediately after the completion of work, the permittee shall cleanup and remove all materials, earth and debris of any kind. If the permittee fails within 24 hours after having been notified to do so by the City, the work may be done by the City and the permittee charged in accordance with the schedule of fees adopted by the City of Camarillo. When a pole, guy-stub or similar timber is removed and not replaced, the entire length thereof shall be removed from the ground and the hole backfilled and compacted.

BACKFILLING AND COMPACTION – Backfilling and compaction of an excavation shall be in accordance with standards established by the City and adopted by resolution of the City Council, both as to material and method. Backfilling shall commence within 48 hours after work in trench is completed.

RESTORATION OF RIGHT OF WAY – Upon completion of the encroachment work authorized by a permit, the permittee shall restore the right of way, including bridges and any other structure thereon, by replacing, repairing or rebuilding it in accordance with the specifications or any special requirements but not less than to its original condition before the encroachment work was commenced. The permittee shall remove all obstructions, materials, and debris upon the right of way and shall do any other work necessary to restore the right of way to a safe and useable conditions, as directed by the City. When excavation occurs within areas already paved, the City may require temporary paving to be installed within 24 hours after excavated area is backfilled. In the event that the permittee fails to act promptly to restore the right of way as herein provided, or should or should the nature of any damage to the right of way require restoration before the permittee can be notified or can respond to the notification, the City may make the necessary restoration. The permittee shall reimburse the City in accordance with the schedule of charges as adopted by the City Council.

Traffic Signal Conditions

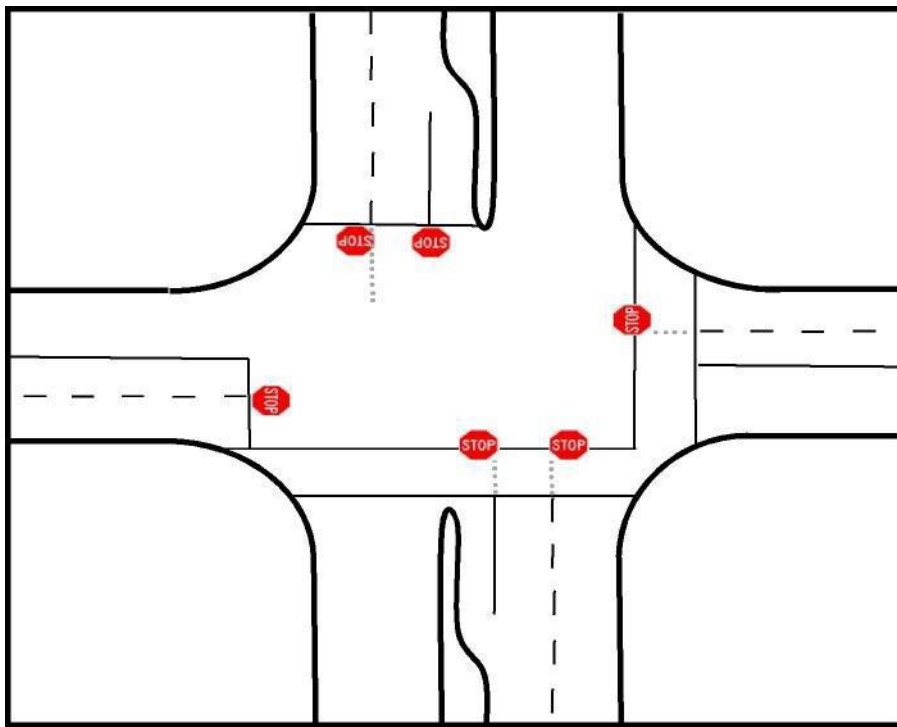
1. Traffic Signal Outages:

If a power outage at a signalized intersection is planned or caused by the Permittee, the Permittee shall notify the City at (805) 388-5380 during normal work hours, or (805) 388-5325 after hours, and shall perform the appropriate following procedure.

a. Power Outage at One, Two or Three Intersections:

Permittee shall furnish and place two temporary STOP signs on each major street approach, and one temporary STOP sign on each cross street approach, per below TYPICAL PLACEMENT diagram. Temporary STOP signs should be 30" x 30" minimum.

TYPICAL PLACEMENT OF TEMPORARY STOP SIGNS



b. Power Outage at Four or More Intersections:

Do not place temporary STOP signs because the power outage is considered area wide.

2. Traffic Signal Damage Caused By Permittee Work:

Weekdays 7:00 AM – 4:00 PM, call City at (805) 570-2447 or (805) 791-1128.

Weekdays 4:00 PM – 7:00 AM, call Traffic Signal Hotline at (805) 383-5603.

Weekends & Holidays call Traffic Signal Hotline at (805) 383-5603.

3. Street Light Knock-Down:

Call County Sheriff Emergency Dispatch at (805) 654-9511.



City of Camarillo - Stormwater Division

Construction Site Best Management Practices (BMPs)

Preventing Water Pollution

The City of Camarillo's storm drain system is designed to prevent flooding. Unlike the sanitary sewer system which collects and treats water from toilets and sinks, water that enters the storm drain system drains to Calleguas Creek and eventually the Pacific Ocean without treatment. If not carefully managed, construction activities can affect water quality, adding pollutants to our local waterway and the ocean. The most visible pollutant from construction activity is sediment. Other pollutants include metals, hydrocarbons, soil additives, pesticides, construction chemicals and waste and trash. These pollutants threaten aquatic life, our health and the purity of our water resources.



Everyone is responsible for ensuring our ocean and its contributing waterways remain healthy **and** safe. In fact, there are federal, state and local water quality control laws that hold us responsible for our actions. Let's make the right choice!

Scheduling Your Project

Before any construction projects are started, check the weather report, especially during the rainy season. Try to schedule projects for **dry** weather periods. To view the forecast for the area, visit the National Weather Service at: www.noaa.gov.

Protect Nearby Inlets

Another important step prior to starting your project is to **protect** the storm drain inlets near the area that will be disturbed. This can be done by using straw waddles or sand or gravel bags. Monitor and clean all inlet protection as necessary, before, during and after all rain events. Remove and replace any broken bags! If inlets are in the public right of way, contact the city for a possible encroachment permit.



Concrete & Masonry

Schedule concrete projects for **dry** weather periods. Store bags of cement and plaster on pallets, under cover and away from gutters, streets and storm drains. Only mix as much fresh concrete as you will use. Recycle cement wash water by pumping it back into the pump or cement mixer for reuse, or drain the wash water into a lined, bermed pit on-site. When the concrete sets, break-up and dispose of properly. **Never** rinse or sweep concrete wash water or other materials into the street, gutter or storm drain.

Practice Good Housekeeping

- Use a **broom** rather than a hose to cleanup landscape debris, dirt, and construction debris and keep them out of the street and gutter.
- Contain trash & landscape debris, **do not** blow them into the street or offsite.
- **Fix** and **clean up** any equipment leaks and spills. Place drip pans under heavy equipment when they are not in use.
- Use **secondary containment** for portable restrooms.
- Cover stockpiles and protect **prior** to onset of rain.
- Store materials preferably **indoors**; but if outside, cover and store them on pallets with secondary containment.
- Have a spill cleanup plan and clean up spills **immediately**. For hazardous materials, follow cleanup instructions on package. Use absorbent material such as kitty litter to contain spills.
- **Do not** clean paint brushes and construction tools in the storm drain, gutter or street. Make certain to **properly** dispose of excess paints as well as other hazardous wastes through the City's Household Hazardous Waste Program.

Landscaping

When landscaping an area, it is important to prevent sediment from being washed into the storm drains. Not only can sediment harm marine life, it can also disturb the food chain which people and fish depend on.

If a gutter or catch basin is clogged with sediment or other debris, the risk of flooding the area during a rain event is increased. Thus, keep all materials and debris that are on-site absent from the gutter, street and storm drains. If stockpiling soil, asphalt, or other loose materials on hard impervious surfaces, place them on a tarp. This makes it easier to cleanup while eliminating a possible discharge to the storm drain system from the hard surface.



Any materials stored outside should be covered and placed on pallets.

Exposed slopes and disturbed soil areas should be stabilized with permanent vegetation or temporary measures such as geotextile mats, coconut fiber mats, hydraulic mulch or hydroseeding to prevent soil erosion. Mulch, sand/gravel bags or straw rolls can also be used to keep the soil in place.

The use of silt fences can also help retain sediment on site and out of the storm drain system.





In accordance with the City of Camarillo and the Ventura County Municipal Stormwater Permit, Order 2010-0108, an effective combination of the following BMPs must be implemented by Construction Sites based on project size and whether or not it is a high risk* site.

	Best Management Practices (BMPs)	Project Size/Classification				CASQA Handbook	Caltrans Handbook
		<1 acre	1>5 acres	5< acres	High Risk*		
Erosion Control	Scheduling	X	X	X	X	EC-1	SS-1
	Preservation of Existing Vegetation	X	X	X	X	EC-2	SS-2
	Hydraulic Mulch		X	X	X	EC-3	SS-3
	Hydroseeding		X	X	X	EC-4	SS-4
	Soil Binders		X	X	X	EC-5	SS-5
	Straw Mulch		X	X	X	EC-6	SS-6
	Geotextiles		X	X	X	EC-7	SS-7
	Wood Mulching		X	X	X	EC-8	SS-8
	Slope Drains				X	EC-11	SS-11
Sediment Controls	Silt Fence	X	X	X	X	SE-1	SC-1
	Sand Bag Barrier	X	X	X	X	SE-8	SC-8
	Fiber rolls		X	X	X	SE-5	SC-5
	Gravel Bag Bern		X	X	X	SE-6	SC-6
	Street Sweeping and/ or Vacuum	X	X	X	X	SE-7	SC-7
	Storm Drain Inlet Protection	X	X	X	X	SE-10	SC-10
	Sediment Basin			X	X	SE-2	SC-2
	Check Dam			X	X	SE-4	SC-4
Tracking Control	Stabilized Construction Site Entrance/Exit	X	X	X	X	TC-1	TC-1
	Stabilized Construction Roadway		X	X	X	TC-2	TC-2
	Entrance/ Exit Tire Wash		X	X	X	TC-3	TC-3
Wind Erosion Control	Wind Erosion Controls	X	X	X	X	WE-1	WE-1
Waste Management	Material Delivery and Storage	X	X	X	X	WM-1	WM-1
	Stockpile Management	X	X	X	X	WM-3	WM-2
	Spill Prevention and Control	X	X	X	X	WM-4	WM-4
	Solid Waste Management	X	X	X	X	WM-5	WM-5
	Concrete Waste Management	X	X	X	X	WM-8	WM-8
	Sanitary/Septic Waste Management	X	X	X	X	WM-9	WM-9
Non-Storm Water Management	Water Conservation Practices	X	X	X	X	NS-1	NS-1
	Dewatering Operations	X	X	X	X	NS-2	NS-2
	Vehicle and Equipment Washing	X	X	X	X	NS-8	NS-8
	Vehicle and Equipment Fueling	X	X	X	X	NS-9	NS-9
	Vehicle and Equipment Maintenance	X	X	X	X	NS-10	NS-10

City of Camarillo Department of Public Works
Stormwater Division
Phone: 805-383-5659

*High Risk Site: construction site on a hillside (slope of 20% or greater) or a site discharging directly to Calleguas Creek, Conejo Creek, Revolon Slough or to an environmentally sensitive area.

CASQA Construction Handbook available at www.casqa.org.