



CITY OF MENIFEE

ENGINEERING DEPARTMENT

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)