

**COUNTY OF SAN BERNARDINO
DEPARTMENT OF PUBLIC WORKS**

**MOUNTAIN CONDITION GUIDELINES FOR ENCROACHMENT
PERMITS WITHIN COUNTY ROAD RIGHTS-OF-WAY**

Note: Adherence to these guidelines will assist in reducing injury to equipment operators, damage to snow removal equipment, and damage to private driveways and structures near the roadway. Encroachment work within County road right-of-way will be considered only as a last resort when all other remedies are not feasible.

MOUNTAIN CONDITIONS:

1. Structures such as retaining walls, parking decks, porch supports, steps, fences, permanent trash containers, irrigation systems, backflow devices or similar structures shall not be constructed within County road right-of-way. Work requiring an encroachment permit will be considered by the County only when it has been determined that such works are necessary or unavoidable to mitigate an undesirable condition to an existing or new improvement and can be justified by the property owner.
2. Improvements, if allowed, are to be constructed or installed three (3) feet horizontally from the existing edge of roadway pavement, the back of the asphalt concrete berm or the concrete curb.
3. No concrete driveway approaches shall be constructed or installed within three (3) feet of the existing roadway pavement edge or back of the asphalt concrete berm. The three (3) feet between the concrete driveway approach and the berm or existing edge of pavement shall be paved with asphalt concrete unless concrete curb and gutter exist along the entire frontage of the lot.
4. The driveway approach shall be constructed so as to maintain the grade and alignment of the existing flowline.
5. Connections to County drainage facilities shall include a cleanout structure at the point of connection.
6. Building materials, portable toilets or similar items shall be not stored in the roadway shoulder area, in drainage ditches or within pedestrian walk areas. Such storage is a violation of the Streets and Highways Code, Chapter 6, Section 1480. Surplus dirt, debris, rocks or building materials shall not be placed in such a manner which might result in the blockage an any drainage structures at either the inlet or outlet.
7. A Department of Public Works, Transportation Operations Division permit is required for all construction within County maintained road right-of-way, including walls which may or may not require a permit from Building & Safety Division of the Architecture, Building and Engineering Department. If it is determined that the Department of Public Works will allow the construction within the road right-of-way, an Erosion Control Permit must be obtained for the Building & Safety Division prior to permit issuance by the Department of Public Works.
8. Please refer to attached detail drawings "Mountain Area Construction" and "Mountain Driveways" for clarification of these guidelines.
9. Encroachments shall not be constructed within County maintained road right-of-way where there is adequate area outside of the County road right-of-way to construct the improvements. An encroachment permit will only be considered when it is determined to be necessary, unavoidable and is a last resort to mitigate an undesirable condition and can be justified.
10. If you have any questions regarding these requirements, please the County of San Bernardino TRANSPORTATION PERMITS ENGINEER at (909) 387-8046.