

**PERMIT APPLICATION FOR CONSTRUCTION OF SIDEWALK /  
CURB AND GUTTER**



**Building Division**  
City of Redwood City  
1017 Middlefield Road/PO Box 391  
Redwood City, CA 94064  
650-780-7350 - Fax 650-780-7348  
Inspection Request Line: 650-780-7361

Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Received By: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

- Residential
- Commercial

**Property Owner**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

**Contractor**

License #: \_\_\_\_\_ Class: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
City Business License #: \_\_\_\_\_

➔ CALL U.S.A. (1-800-227-2600) PRIOR TO CONSTRUCTION  
For Inspections call 650-780-7361 - 24 hour notice required  
Number of inspections required: (1) Form Work; (2) When Completed  
←

Certificate of Insurance: (See Example)

Expiration Date: \_\_\_\_\_

- Automobile Liability - Combine Single \$1,000,000.00
- General Liability - Each Occurance \$1,000,000.00

Carrier: \_\_\_\_\_ Policy: \_\_\_\_\_

Licensed Contractors Declaration: I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Date: \_\_\_\_\_ Contractor Signature: \_\_\_\_\_

Workers' Compensation Declaration: I hereby affirm under penalty of perjury one of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.
- I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:  
CARRIER: \_\_\_\_\_ POLICY # \_\_\_\_\_  
(This section need not be completed if the permit is for one hundred dollars (\$100) or less.)
- I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner, so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

DATE: \_\_\_\_\_ APPLICANT: \_\_\_\_\_

**WARNING:** Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000), in addition to the cost of compensation damages as provided in Section 3706 of the Labor Code, interest, and attorney's fees.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

**BUILDING & INSPECTION**  
*Community Development Services*  
City of Redwood City  
1017 Middlefield Road  
PO Box 391  
Redwood City, California 94064



## **SIDEWALK, CURB & GUTTER PERMIT**

### **Instructions for completing an application for Sidewalks, Driveway approaches, Curb drains, Curb and Gutters**

**Purpose:** This permit is intended for use where improvements are to be constructed within the public right-of-way involving the construction of sidewalks, driveway approaches, curb drains, curb and gutters, or other excavations less than \$500.00. Work in excess of this amount must be completed under a "Construction Improvement Permit".

**Description:** A permit is required from the City any time work is initiated in the public right-of-way. An additional permit may be required from Building & Inspection Services (650-780-7350) for work on private property. The following items will be required before issuing a permit for right-of-way improvements:

1. Two checks payable to the City of Redwood City; one in the amount of \$50.00 for the permit, and another in the amount of \$500.00 for a refundable deposit upon completion of the work.
2. A sketch drawn to scale showing dimensions of the proposed work in relation to the surrounding property. All work shall conform to the appropriate City standard details and ordinances (see attached). Details for driveway approaches, sidewalks, curb drains, and curb & gutters are available from Engineering & Construction and Building & Inspection services.
3. Certificate of Insurance (see attached "Sample Insurance Certificate") with the following data:
  - Original signed certificate of insurance from the licensed contractor doing the work.
  - General liability coverage for each occurrence of \$1,000,000.00
  - Automobile liability for combined signed limited coverage of \$1,000,000.00
  - Additional insured listing the City of Redwood City, its Council Members, Officers, Boards, Commissions, Employees and Agents.
  - Cancellation wording stating that the issuing company is required to mail **30 day** written notice to the certificate holder named.
  - Redwood City Engineering & Construction as the certificate holder.

**Point of Contact:** Sidewalk Permits are issued by Building & Inspection Services located on the first floor of City Hall, 1017 Middlefield Road, Redwood City. If you have any questions regarding the permit process, please call 650-780-7350.

# ATTACHMENT "A"

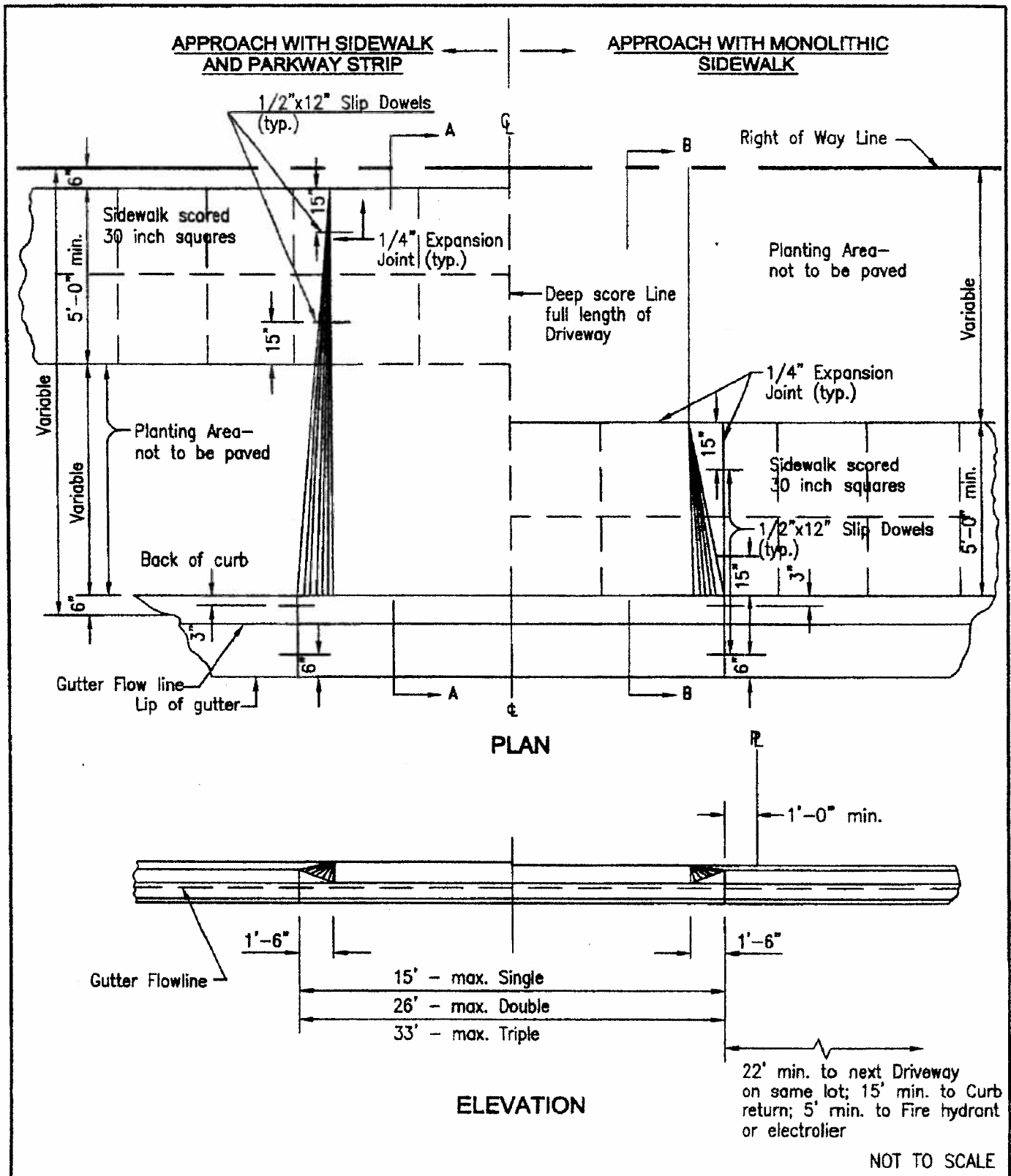
## SAMPLE INSURANCE CERTIFICATE

<b>CERTIFICATE OF INSURANCE</b>				<b>ISSUE DATE:</b>	
<b>Producer:</b> NAME AND ADDRESS OF INSURANCE AGENT				This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies below.	
<b>Insured:</b> NAME AND ADDRESS OF LICENSED CONTRACTOR  <div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">MUST BE A LICENSED CONTRACTOR</div>				<b>COMPANIES AFFORDING COVERAGE</b> Co. Letter "A"      Aetna Casualty Co. Letter "B" Co. Letter "C" <div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">MUST BE LICENSED TO PRACTICE IN CA AND HAVE AN "A-" RATING OR BETTER</div> Co. Letter "D" Co. Letter "E"	
<b>Coverage</b> This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.					
Co. Letter	Type of Insurance	Policy No.	Effective Date	Exp. Date	Limits
<b>A</b>	<b>General Liability</b>		Current Date	Current Date	<b>General Aggregate</b> <b>\$1,000,000</b>
	Commercial	X	<div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">GENERAL LIABILITY, EACH OCCURENCE MUST BE \$1,000,000</div>		Products-Comp/Op Agg.
	Claims made Occur.	X			<b>Each Occurrence</b> <b>\$1,000,000</b>
	Owner's & Contractors pr				Fire Damage (any 1 fire)
		Medical Exp (any 1 person)			
<b>B</b>	<b>Auto Liability</b>		Current Date	Current Date	<b>Combined single limit</b> <b>\$1,000,000</b>
	Any Auto	X	<div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">AUTOMOBILE LIABILITY, COMBINED SINGLE LIMIT MUST BE \$1,000,000</div>		Bodily injury (per accident)
	All owned autos				Bodily injury (per person)
	Scheduled autos				Property damage
Garage liability					
<b>C</b>	<b>Excess Liability</b> Other than Umbrella form	IF NEEDED	Current Date	Current Date	Aggregate
<b>D</b>	<b>Worker's Comp &amp; Employer's Liability</b>		Current Date	Current Date	<input checked="" type="checkbox"/> Statutory Limits Each accident Disease-policy limit Disease-each employee
<b>Other</b>					
<b>Description of Operations/Locations/Vehicles/Special Items:</b> (Provide project address & name & description.) Add the following: <b>The City of Redwood City, its council members, officers, boards, commissions, employees and Agents are named as additional primary insureds.</b>					
<b>Certificate Holder:</b>  <div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">           City of Redwood City            Engineering &amp; Construction            P.O. Box 391            Redwood City, CA 94064         </div>			<b>Cancellation:</b> It is understood and agreed that in the event of cancellation of the policy for any reason, including non-payment of premium, <u>30 days written notice</u> will be sent to the certificate holder named on the left.  <b>Authorized Representative:</b>		
			<div style="border: 1px solid black; border-radius: 50%; padding: 5px; width: fit-content; margin: 0 auto;">SUBMIT ORIGINAL SIGNED CERTIFICATE</div>		

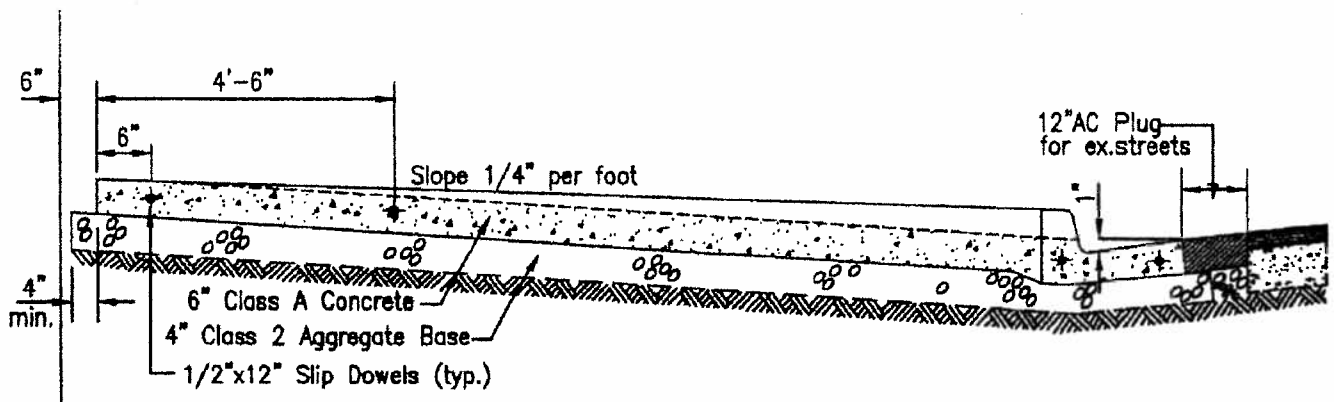
*For your information:*

*When the details for sidewalk, curb, gutter, & driveway approach repair mention "12-inch slip dowels" means 12-inch slip dowel with a 6-in cardboard sleeve and cork for the end.*

*You may purchase this assembly at Peninsula Supply on Bloomquist off Seaport. Just ask for the package for "slip dowels" for CITY OF REDWOOD CITY.*

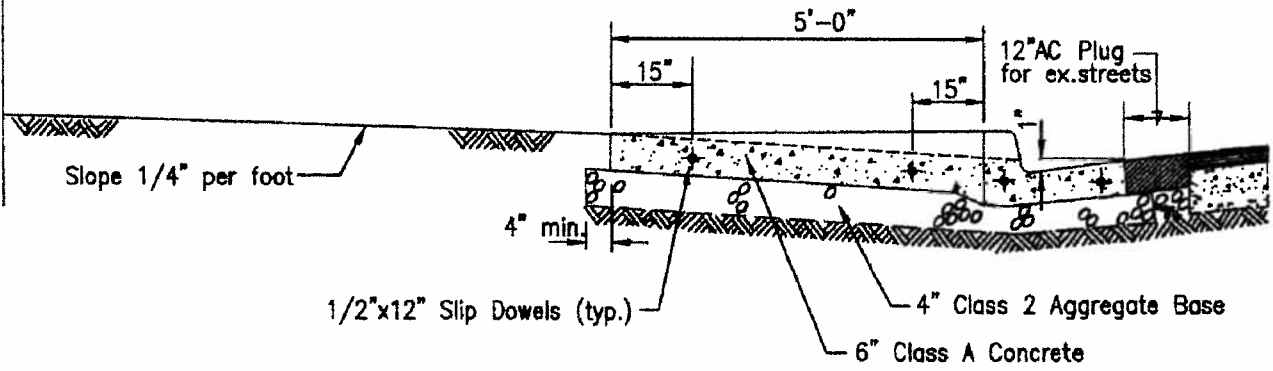


<b>STANDARD DETAIL</b>	<b>CITY OF REDWOOD CITY</b> ENGINEERING AND CONSTRUCTION	
	<b>RESIDENTIAL DRIVEWAY APPROACH</b>	<b>C-1</b> SHT 1 OF 2
DATE: 10/13/03		



SECTION A - A

Right of Way Line



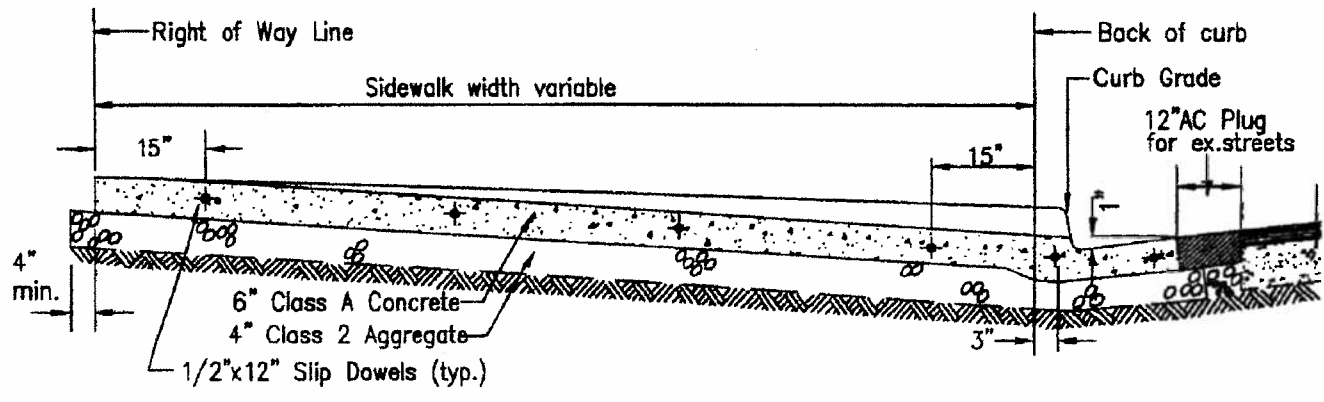
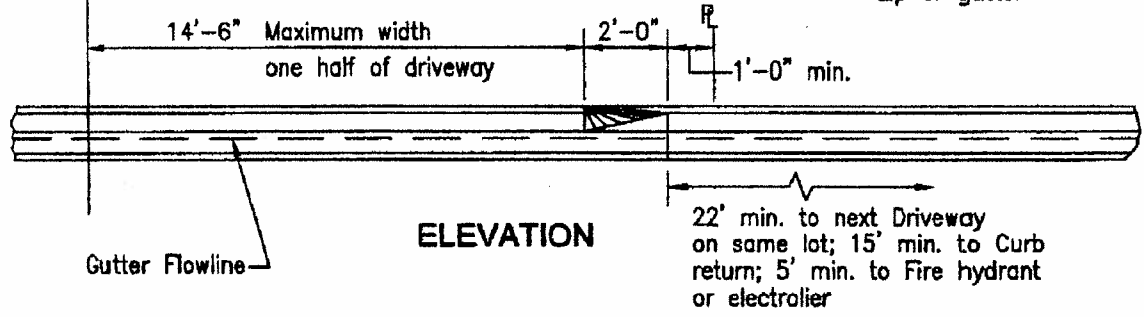
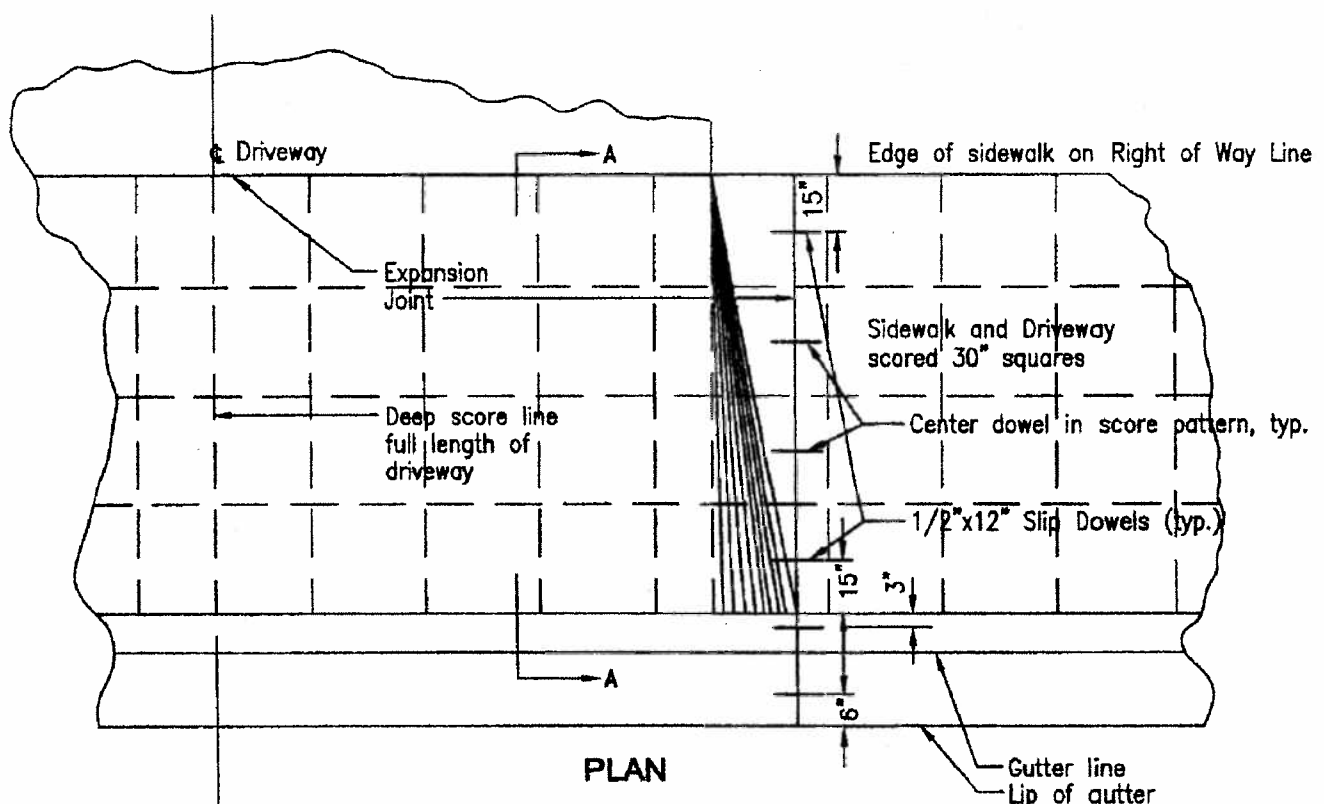
SECTION B - B

NOTE:

1. When installing a driveway in an existing sidewalk, remove existing curb gutter and sidewalk to the nearest control joint on either side of the driveway. Remove and replace a 12" wide strip of asphalt pavement across the width of the driveway to form new gutter.

NOT TO SCALE

<b>STANDARD DETAIL</b>	<b>CITY OF REDWOOD CITY</b> ENGINEERING AND CONSTRUCTION	
	<b>RESIDENTIAL DRIVEWAY APPROACH</b>	<b>C-1</b> SHT 2 OF 2
DATE: 10/13/03		



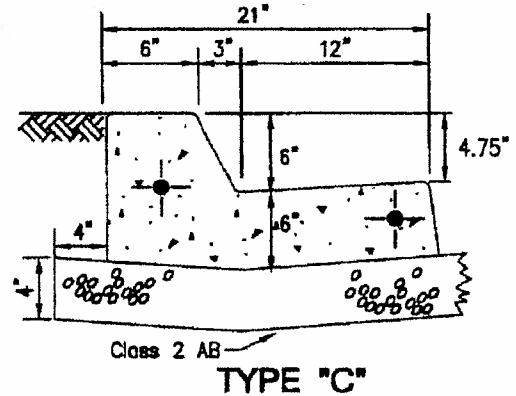
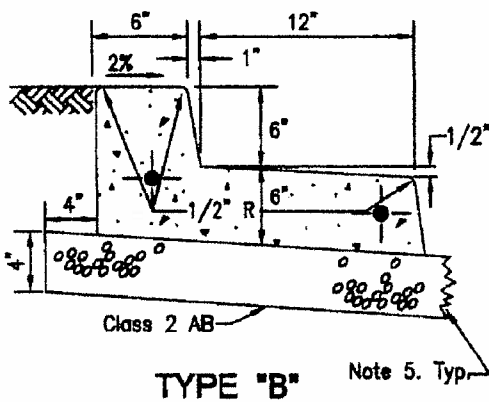
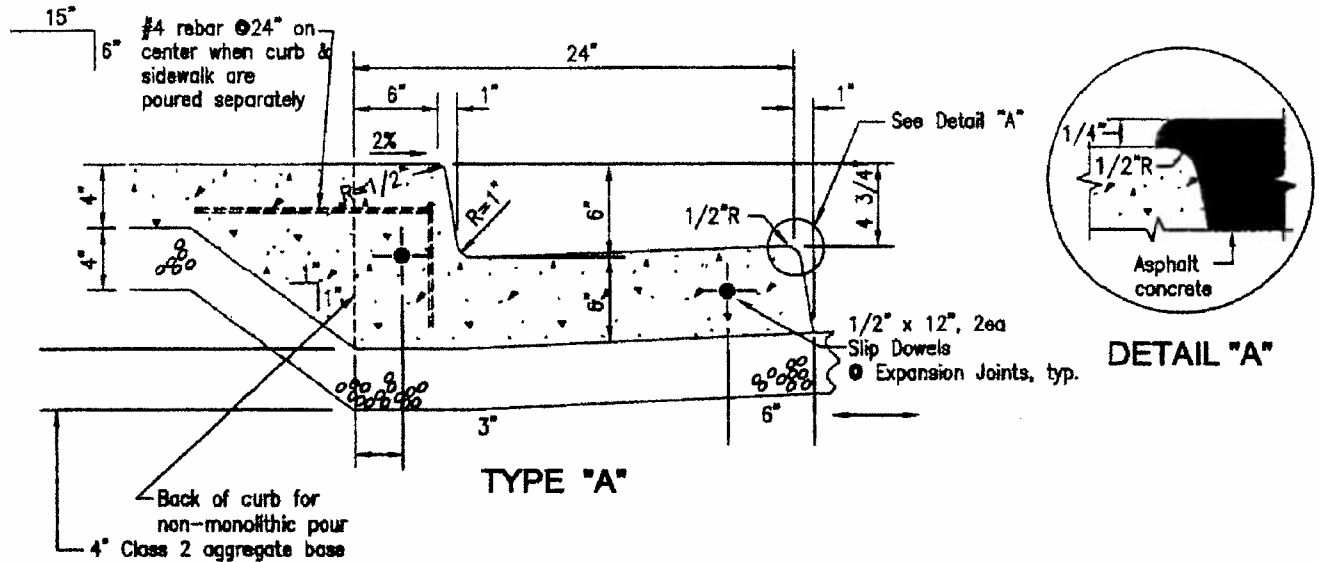
**STANDARD  
DETAIL**

**CITY OF REDWOOD CITY  
ENGINEERING AND CONSTRUCTION**

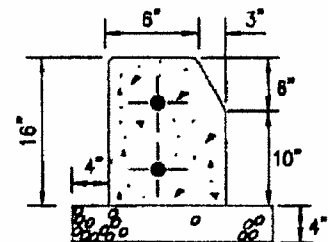
DATE: 10/13/03

**COMMERCIAL  
DRIVEWAY APPROACH**

**C-2  
SHT 1 OF 1**



- NOTE: 1. Expansion Joints with Dowels to be placed each 20' except at Returns
2. Paving at Gutter Lip shall conform to Detail "A" in all cases, except where street slopes away from gutter, in which case pavement surface shall match Gutter Lip.
3. Concrete to be class "A".
4. The relative compaction of material below all curb, gutter & sidewalk shall not be less than 95%.
5. Baserock to be extended a minimum of 2' beyond lip of gutter prior to pouring concrete.
6. Where new curb and gutter is to be poured in existing streets remove a 12" wide section of asphalt and replace with deep lift asphalt.



NOT TO SCALE

STANDARD  
DETAIL

CITY OF REDWOOD CITY  
ENGINEERING AND CONSTRUCTION

DATE: 10/13/03

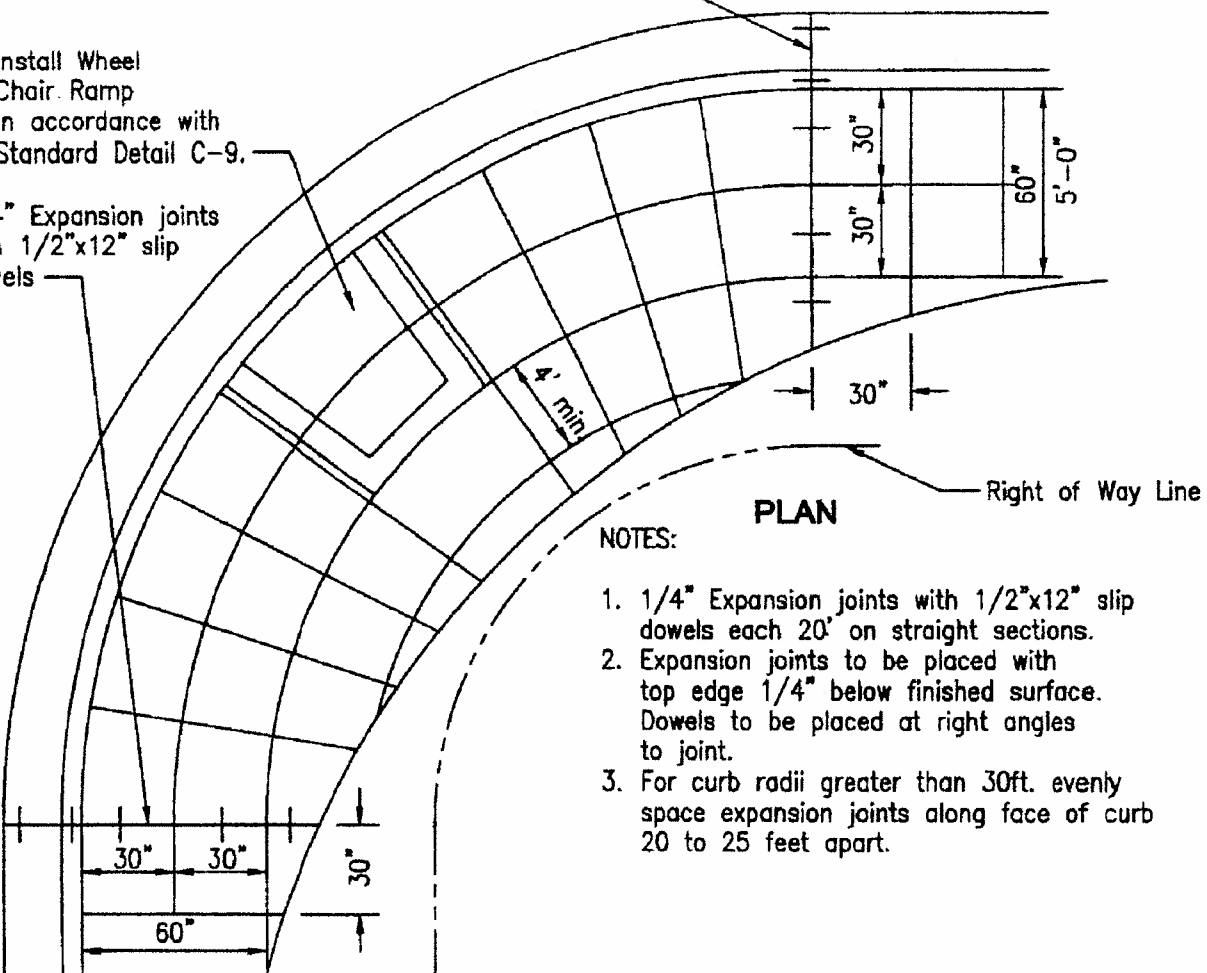
CURB AND GUTTER

C-3  
SHT 1 OF 1

1/4" Expansion joints with  
1/2"x12" slip dowels

Install Wheel  
Chair Ramp  
in accordance with  
Standard Detail C-9.

1/4" Expansion joints  
with 1/2"x12" slip  
dowels

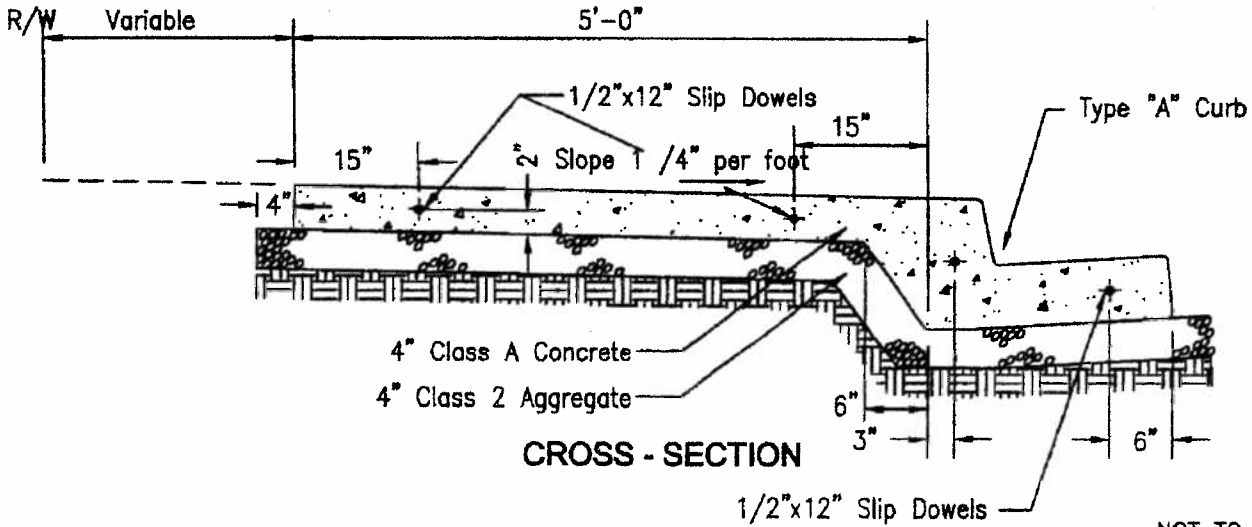


**PLAN**

Right of Way Line

**NOTES:**

1. 1/4" Expansion joints with 1/2"x12" slip dowels each 20' on straight sections.
2. Expansion joints to be placed with top edge 1/4" below finished surface. Dowels to be placed at right angles to joint.
3. For curb radii greater than 30ft. evenly space expansion joints along face of curb 20 to 25 feet apart.



**CROSS - SECTION**

NOT TO SCALE

**STANDARD  
DETAIL**

**CITY OF REDWOOD CITY  
ENGINEERING AND CONSTRUCTION**

DATE: 10/13/03

**SIDEWALK SCORING DETAIL  
( MONOLITHIC )**

**C-4**

SHT 1 OF 1

1/4" Expansion joints with  
1/2"x12" slip dowels

1/4" Expansion joints with  
1/2"x12" Slip Dowels

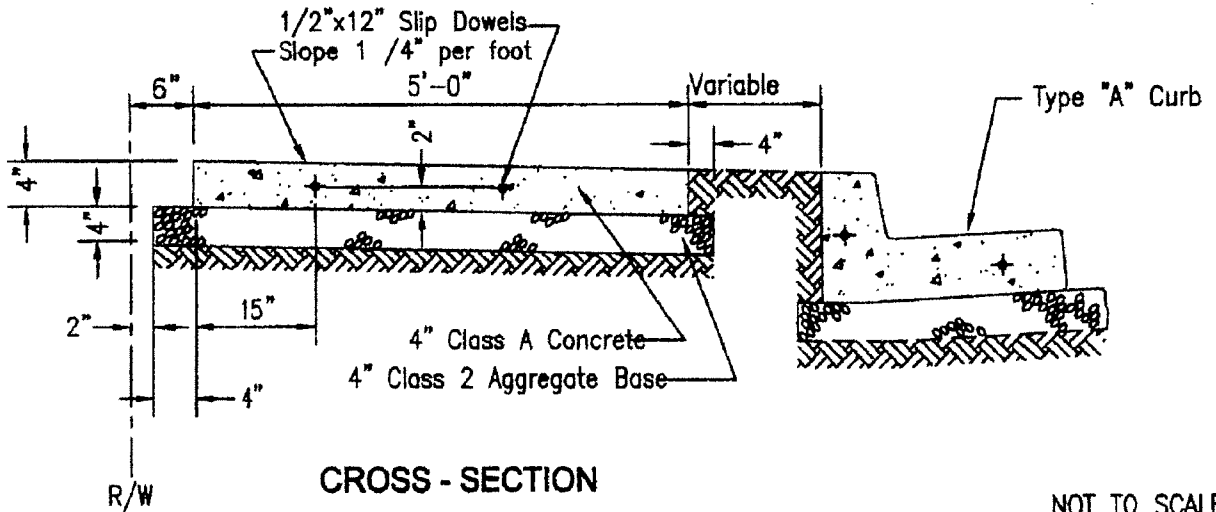
1/4" Expansion  
joints with  
1/2"x12" Slip Dowels

Install a Wheel  
Chair Ramp  
in accordance with  
Standard Detail C-9.

NOTES:

1. Expansion joint material to be placed with top edge 1/4" below finished surface. Dowels to be placed at right angles to joint.
2. Expansion joints with dowels to be placed each 20' except as shown above and on standard driveway details.

PLAN



CROSS - SECTION

NOT TO SCALE

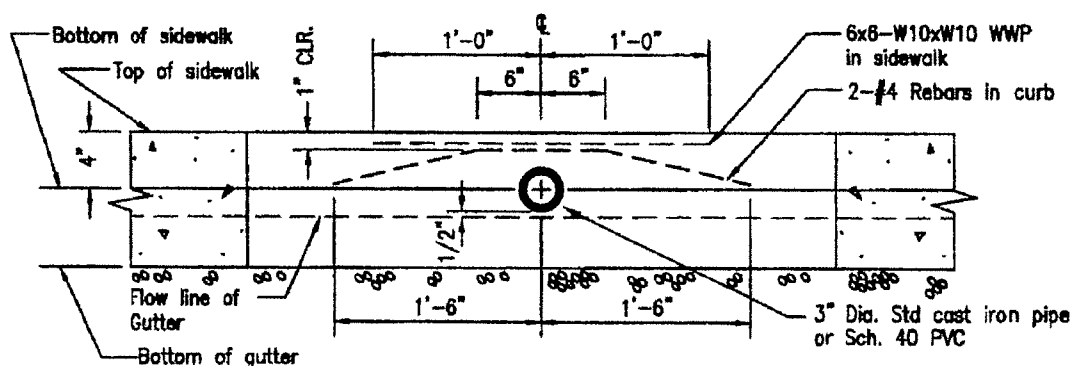
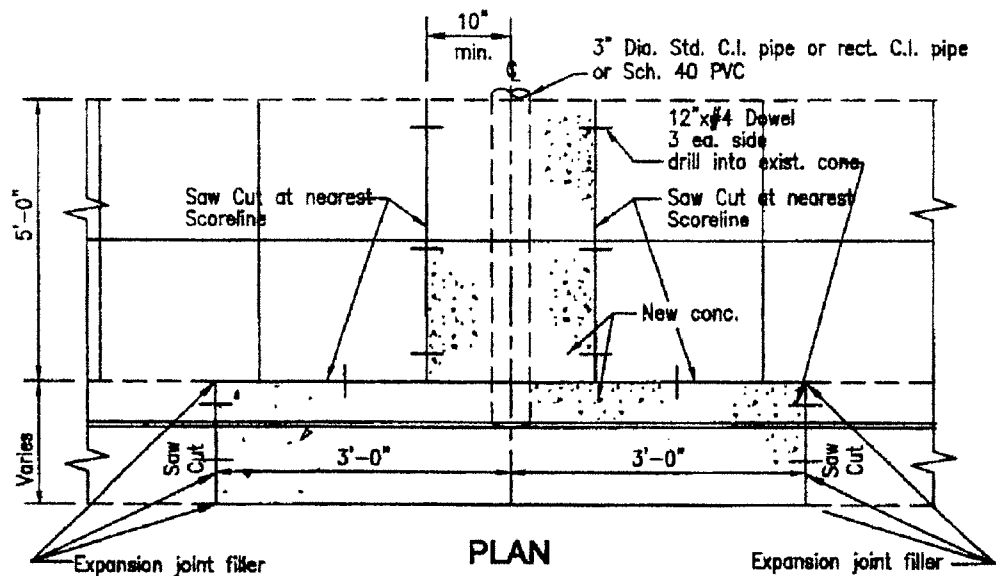
STANDARD  
DETAIL

CITY OF REDWOOD CITY  
ENGINEERING AND CONSTRUCTION

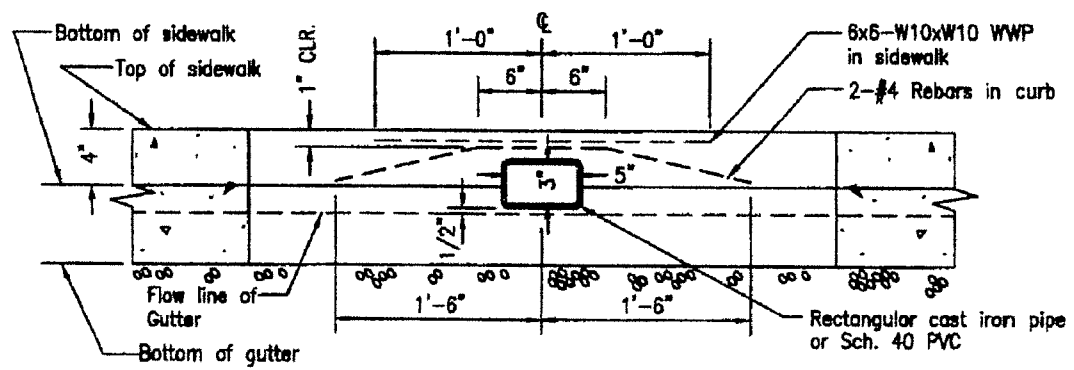
DATE: 10/13/03

SIDEWALK SCORING DETAIL  
( PARKWAY )

C-5  
SHT 1 OF 1



**ROUND PIPE SECTION**  
Maximum capacity = 0.15 cubic foot per second



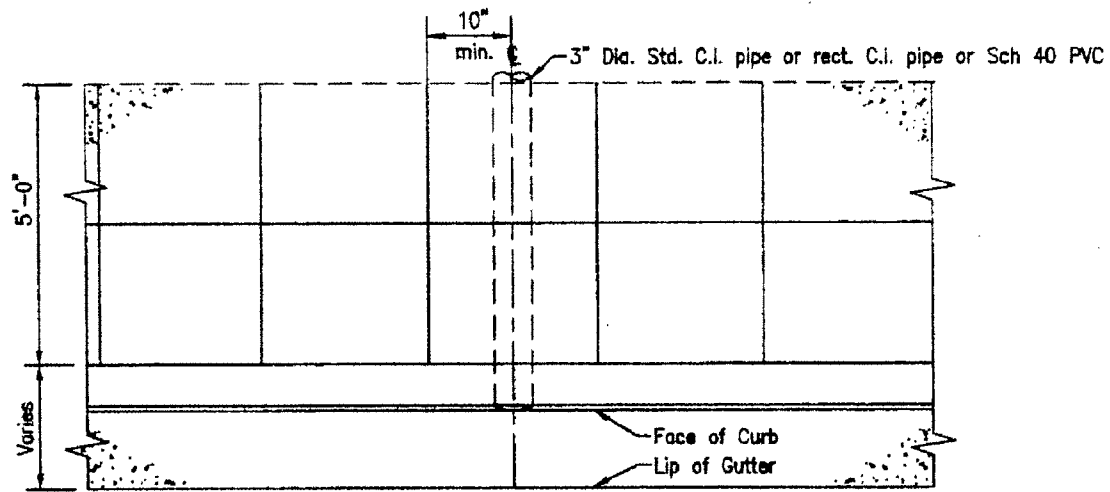
**RECTANGULAR PIPE SECTION**  
Maximum capacity = 0.24 cubic foot per second

NOTES:

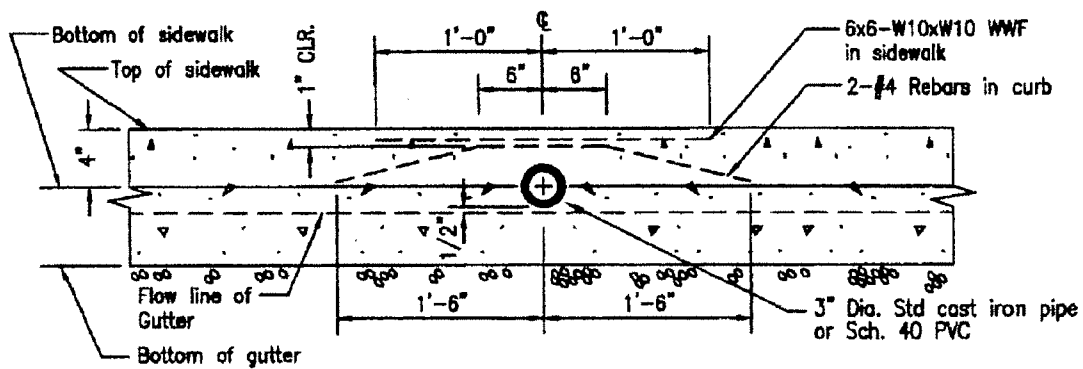
1. The number of outlet pipes is subject to review by the City Engineer.

NOT TO SCALE

<b>STANDARD DETAIL</b>	<b>CITY OF REDWOOD CITY</b> ENGINEERING AND CONSTRUCTION	
	<b>CURB DRAIN IN EXISTING CURB AND SIDEWALK</b>	<b>C-7</b> SHT 1 OF 1
DATE: 10/13/03		

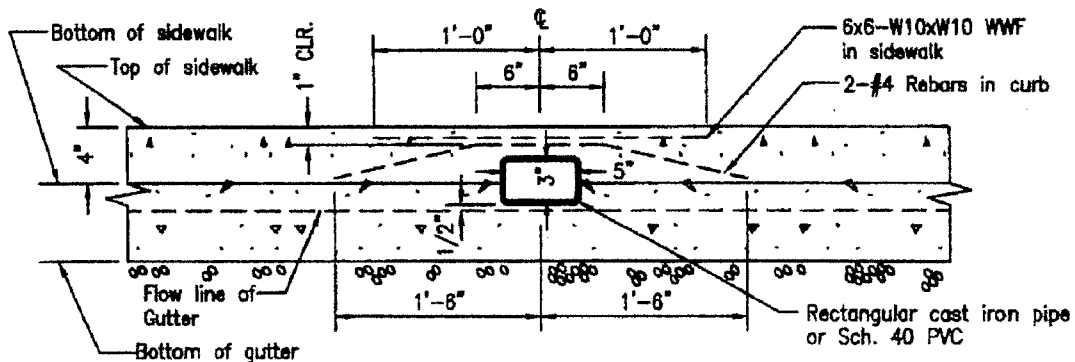


**PLAN**



**ROUND PIPE SECTION**

Maximum capacity = 0.15 cubic foot per second



**RECTANGULAR PIPE SECTION**

Maximum capacity = 0.24 cubic foot per second

**NOTES:**

1. The number of outlet pipes is subject to review by the City Engineer.

NOT TO SCALE

**STANDARD  
DETAIL**

**CITY OF REDWOOD CITY  
ENGINEERING AND CONSTRUCTION**

DATE: 10/13/03

**CURB DRAIN IN  
NEW CURB AND SIDEWALK**

**C-8  
SHT 1 OF 1**