

# CITY OF MOUNTAIN VIEW

Public Works Department • Land Development Section • Telephone: (650) 903-6311 • Fax: (650) 962-8503 • [www.mountainview.gov](http://www.mountainview.gov)

## TEMPORARY ENCROACHMENT PERMIT APPLICATION TO PLACE A DEBRIS/RECYCLING BOX IN THE STREET

Debris and recycling boxes are metal containers that are used for the disposal of a large quantity of material. The boxes are approximately 8' wide and 12' to 24' long and are delivered to and from your site by Recology Mountain View. Recology Mountain View is the only company authorized to provide debris/recycling box disposal services within the City of Mountain View. All boxes require a Debris/Recycling Box Contract to be completed and sent to Recology Mountain View. In addition, boxes located within the street right-of-way also require a Temporary Encroachment Permit from the Land Development Section of the Public Works Department.

### Instructions to Place a Debris/Recycling Box in the Street

- A. Fill out the attached Temporary Encroachment Permit.
- B. Attach a sketch to the permit showing the location of the box in the street. The sketch should show the following (see sample sketch):
  1. Show your property and the adjacent properties. Label the address of your property.
  2. Show the driveways to each property.
  3. Show the location of the box on the street using the following guidelines:
    - a. Do not place the box in front of your neighbor's property.
    - b. The box is to be at least 6' from any driveway, including your own driveway.
    - c. Do not place the box in a no-parking zone or loading zone.
    - d. Do not place the box within 15' of a pedestrian crosswalk (striped or unstriped). This includes street corner crossings that are not marked or painted on the street.
    - e. Do not place the box within 15' of a fire hydrant.
    - f. Boxes are not allowed on narrow streets. On a two-way street with parking on each side of the street, boxes are not allowed in the street if the street is less than 36' wide as measured from the face of the curbs.
- C. Fill out the attached Debris/Recycling Box Contract. For more information, contact Recology Mountain View, Customer Service Representative, Telephone Number: (650) 967-3034, Fax Number: (408) 588-1102.
- D. Submit or fax the completed applications and sketch to the Land Development Section of the Public Works Department.
- E. After the Temporary Encroachment Permit has been approved by the City, the City will fax the Temporary Encroachment Permit and Debris/Recycling Box Contract Application to Recology Mountain View.

### Additional Instructions for Special Events

A special event, such as the Art & Wine Festival, requires a permit from the Community Services Department (City Council Policy K-14). In addition to the above instructions, please contact the Solid Waste Program Manager of the Public Works Department about the requirements to use debris/recycling boxes for a special event. These requirements will be attached to and made a part of the Temporary Encroachment Permit. The locations of the debris/recycling boxes should be coordinated with the Community Services Department and Solid Waste Program Manager well in advance of the special event.

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## TEMPORARY ENCROACHMENT PERMIT TO PLACE A DEBRIS/RECYCLING BOX IN THE STREET

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Permittee's Name)

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Fax Number)

**Finance and Administrative  
Services Department**  
Date Fee Paid

Receipt No. \_\_\_\_\_

**DEBRIS BOX FEE = \$116.00**  
**Account No. 223600-41414 (PWENDB)**

**BOX LOCATION:** \_\_\_\_\_ (Address)

The City of Mountain View, a California charter city and municipal corporation, hereafter called "CITY," grants permission to PERMITTEE to place and maintain a Recology Mountain View debris or recycling box in the CITY right-of-way as shown on the enclosed sketch.

**Schedule:** The box is scheduled to be placed on \_\_\_\_\_ (Date) and removed on \_\_\_\_\_ (Date).

**Box Size:** The size of the box is \_\_\_\_\_.

**Subject to Use as CITY Right-of-Way/Land:** This grant of permission does not constitute a deed or grant of an easement or any other real property interest by CITY.

**Waiver:** PERMITTEE, for himself/herself and his/her heirs, executors, administrators, successors and assigns, hereby waives all claims and causes of action, whether now existing or hereafter arising, against CITY or its officers, agents or employees, for damages, physical or otherwise, to any of the facilities covered by this Temporary Encroachment Permit from any cause whatsoever.

**Hold Harmless:** PERMITTEE, jointly and severally, for itself, its successors, agents, contractors and employees, agrees to indemnify, defend (with counsel acceptable to CITY) and hold harmless CITY, its City Council, officers, employees and agents and any successors to CITY's interest in the property from and against any and all claims, demands, losses, damages, liabilities, fines, penalties, charges, administrative and judicial proceedings and orders, judgments, all costs and expenses incurred in connection therewith, including, without limitation, reasonable attorneys' fees and costs of defense (collectively, the "Losses") arising directly or indirectly, in whole or in part, out of the activities performed by PERMITTEE under this Temporary Encroachment Permit, or arising out of the actions of PERMITTEE in connection with its activities under this Temporary Encroachment Permit on or off the site of the encroachment.

**Termination:** This permit shall be revocable at any time upon a written notice of the Public Works Director. All or any portion of the encroaching box shall be removed by and at the expense of

PERMITTEE without entitlement of reimbursement, as requested by the Public Works Director within one day of such request.

**Reflectors:** Reflectors are required on both ends of the box. PERMITTEE should contact Recology Mountain View at (650) 967-3034 to ensure that the box PERMITTEE receives meets this requirement.

**Maintenance of Facilities and Site:** PERMITTEE shall at all times through the duration of this permit maintain the said encroaching structure in safe condition and good appearance to the satisfaction of the Public Works Director of CITY. PERMITTEE shall keep the streets, sidewalks, driveways and other areas clear of debris at all times while the box is in place and shall clean up said area upon removal of the box.

**Expiration:** This permit shall expire on \_\_\_\_\_ (Date to be filled in by City).

I have read and clearly understand the above provisions of this Temporary Encroachment Permit, and hereby agree to be bound by the terms and conditions contained herein.

By: \_\_\_\_\_  
PERMITTEE

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

Approved:

By: \_\_\_\_\_  
Land Development Section

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

Enclosures

cc: \_\_\_\_\_  
(Print Property Owner's Name)  
\_\_\_\_\_  
(Company)  
\_\_\_\_\_  
(Address)  
\_\_\_\_\_  
(City, State, Zip Code)  
\_\_\_\_\_  
(Telephone Number)

Recology Mountain View (Fax No. (408) 588-1102)

PCE – Macaraeg, DPWD, File (Temporary Encroachment Permit)