

**Howard N. Dashiell**  
**DIRECTOR OF TRANSPORTATION**

Road Commissioner  
County Engineer, RCE 42001  
County Surveyor, PLS 7148



**FUNCTIONS**

Administration & Business Services  
Airports  
Engineering  
Land Improvement  
Roads and Bridges  
Landfills

**COUNTY OF MENDOCINO**  
**DEPARTMENT OF TRANSPORTATION**

340 LAKE MENDOCINO DRIVE  
UKIAH, CALIFORNIA 95482-9432  
VOICE (707) 463-4363 FAX (707) 463-5474

August 15, 2017

Mendocino County Board of Supervisors  
501 Low Gap Road, Room 1010  
Ukiah, CA 95482

RE: DISCUSSION AND POSSIBLE ACTION INCLUDING INTRODUCTION AND WAIVE READING OF ORDINANCE AMENDING SECTION 15.20.030 OF THE MENDOCINO COUNTY CODE – PERMIT REQUIRED FOR CERTAIN CONSTRUCTION, ADDING INSURANCE REQUIREMENTS FOR ENCROACHMENT PERMITS AND CLARIFYING TYPES OF CONSTRUCTION REQUIRING A PERMIT, AND DISCUSSION REGARDING REWRITE OF COUNTY POLICY NUMBER 14 “STREET CLOSURE” (COUNTYWIDE)

Honorable Board Members:

On March 7, 2017, this matter was referred by the Board of Supervisors to the Public Health, Safety and Resources Committee for review and recommendation back to the Board. Following the referral, this matter was presented before the Committee on May 8, 2017, and again on July 10, 2017. After review and discussion, the Committee directed staff to bring this matter back to the Board for further discussion and possible action.

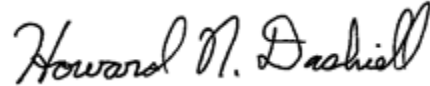
Mendocino County Department of Transportation (MCDOT) has prepared a draft Ordinance for the Board’s consideration. The proposed Ordinance would amend Section 15.20.030 of the Mendocino County Code – Permit Required for Certain Construction. Section 15.20.030(E) would be added to require encroachment permit applicants to submit proof of general liability insurance in the amount of \$1,000,000, with some discretion given to MCDOT to increase or decrease this limit upon approval from the Chief Executive Officer or his or her designee. Additionally, the Ordinance would clarify the types of construction requiring a permit by adding the language “or perform any other work within the right of way of any County Highway” to Section 15.20.030(A).

MCDOT has also prepared a draft rewrite of County Policy Number 14 “Street Closure” renamed “Encroachment Permits,” for the Board’s review and discussion. The draft policy includes previous policy on street closure but also incorporates policy on all types of encroachment permits, including the insurance requirement. If the Board votes to adopt the Ordinance, MCDOT will also request the Board adopt the corresponding policy update at that time.

The Department of Transportation is herewith submitting an Ordinance for the Board's consideration to accomplish the abovementioned changes to Section 15.20.030 of the Mendocino County Code. The Ordinance (copy enclosed) has been reviewed by County Counsel and approved as to form.

I will, of course, respond to any questions that the Board may have.

Respectfully submitted,

A handwritten signature in black ink that reads "Howard N. Dashiell". The signature is written in a cursive, flowing style.

HOWARD N. DASHIELL  
Director of Transportation