Brannan-Andrus Levee Maintenance District
Office of the District Secretary
Post Office Box 929 • Walnut Grove, CA 95690
(916) 776-9121 • INFO@BALMD.ORG

Application for Encroachment Permit

(Rev.2025 EMAIL)   **Application No.** _____

PART 1 : CONTACT INFORMATION

Applicant(s): _____	Agent or Engineer: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
Facsimile: _____	Facsimile: _____
E-Mail: _____	E-Mail: _____

PART 2 : PROJECT INFORMATION

2.1   Detailed description of proposed encroachment or work (attach additional sheets if necessary): _____

_____

_____

_____

_____

_____

_____

_____

_____

2.2   Location Description: _____

_____

_____

_____

      Assessor's Parcel No(s): _____

      River Mile or District Station (if available): _____

2.3   Exhibit Checklist - Please submit the following with application.

☐ Location or Vicinity Map, to scale, showing location of proposed work in relation to known topographic features, to allow visitation to site and inspection of work.

☐ A complete plan of the proposed work, to scale, indicating dimensions and relationship of the proposed work to adjacent levees , streams or district ditches.

☐ Profile of existing or proposed fills or other obstructions in the overflow area with reference to a known datum.

☐ Additional plans, sections, details which might be pertinent or useful in regard to the review of this application.

2.4   Proposed construction schedule. Commencement _____ Completion _____

PART 3 : ENVIRONMENTAL QUESTIONNAIRE AND INFORMATION

3.1   Has an environmental determination been made, or is one being processed, for the proposed work pursuant to the California Environmental Quality Act of 1970?   ☐ None required. (Proceed to Part 4)   ☐ Yes or Pending (Complete Question 3.2 before proceeding to Part 4)   ☐ No (Skip 3.2 and complete Question 3.3)

3.2   If the response to Question 3.1 was "Yes or Pending", provide name and address of Lead Agency and State

Clearinghouse Number: _____ SCH NO._____

3.3   If the response to Question 3.1 was "No", is the Applicant seeking a Notice of Exemption from Brannan-Andrus Levee Maintenance District, acting in the capacity of Lead Agency, concurrent with this encroachment application?
☐ No (Continue to Part 4)   ☐ Yes - Provide Type and Class of exemption being sought.

_____

_____

PART 4 : PROPERTY OWNERSHIP INFORMATION

4.1   Is the Applicant the Owner(s) of the property where the proposed work is to take place?   ☐ Yes   ☐ No
If "No", provide the name, address and telephone number of the Owner(s) of record and attach authorization for the Applicant to act on Owner(s) behalf relative to the proposed project.

_____

_____

Signature of Applicant_____ Date_____

NOTE: The Applicant is advised to consult with the District about encroachment limitations before preparing this application.

For District Use Only			
Date Received	Fee	Date Heard	Applicant Present

Reclamation District Action / Endorsement: By motion duly made and seconded, the Directors of Brannan-Andrus Levee Maintenance District took the following action relative to the application, and instructed the District Secretary to prepare and finalize the appropriate documents, and complete the processing of same.
    ☐ Approved w/ Standard Conditions
    ☐ Approved w/ Standard and Supplementary Conditions (below or attached)
    ☐ Denied

Comments or Conditions:

Motion	Second	Yes	No	Absent TTT	Abstain	District Representative