

# County of Santa Barbara, Public Works

## Encroachment Permits - Policies

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*The County of Santa Barbara's Road Commissioner hereby approves and sets the following policies; for conflicting requirement, the most stringent shall govern:*

### **General:**

1. All encroachments shall be in conformance with applicable portions of the Comprehensive Plan, including the Local Coastal and community plans, as well as with current ADA requirements.
2. The Commissioner may take into account, factors such as aesthetics. in reviewing all encroachment permits. Above grade facilities shall be set back as far as possible and provide landscape or other approved screening to minimize the visual effect of the encroachment.

### **Clear Zone and Pedestrian access:**

3. Road Encroachment Permits shall not be issued unless the Permittee agrees to assure a clear zone from the curb face and/or edge of pavement to the proposed encroachment. The clear zone is necessary to maintain an adequate safety zone that will provide adequate sight distance, adequate access, and safety for pedestrians, bicyclists, and equestrians, when applicable, along County roadways.

### **Retaining Walls, Block Walls, Garden Walls, Fences, etc.:**

4. Shall be set back a minimum distance from the curb face or edge of pavement as follows:
  - Up to and including a 25 mph posted speed: 7 feet minimum,
  - Over 25 mph posted speed: 10 feet minimum,
5. May require conditions including additional setbacks beyond the above minimums, at intersections, curves, driveways or where determined necessary for sight distance, safety issues, including Fixed Object Criteria and to provide for pedestrian, bicyclist.

### **Landscaping and Irrigation:**

6. For landscaping, a clear zone, set back shall be established as follows:
  - Rural areas (no curb, edge of pavement condition) up to and including a 25 mph posted speed - 7 feet
  - Rural areas (no curb, edge of pavement condition) over a 25mph posted speed - 10 feet
  - In urban areas with curb, may have a reduced set-back for street trees and landscaping as approved by Public Works.
  - Montecito Community Plan is considered a rural area and shall not allow landscape in the clear zone unless pedestrian facilities are specifically provided for.
  - The Summerland Community Plan currently does not allow any encroachments. Only minimal walls necessary for access to off street parking areas (garage, driveway, due to elevation changes) will be permitted. Landscaping ground cover will be allowed.
7. Landscaping shall be designed to provide sight distance clearance, pedestrian access; as well as bicyclist and equestrian access when applicable. (new or future).

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8. Street trees shall be selected only from the Board of Supervisors Approved street tree list and root barriers installed within the drip line.
9. Irrigation shall be drip and emitter and not spray type irrigation to avoid overspray pavement/sidewalk.

### **Other Fixed Objects:**

10. Mailboxes shall be constructed and/or located to meet County of Santa Barbara Engineering Standards' criteria for Fixed Objects and US Post Office standards. Road Shoulder construction and encroachments shall provide room for a mail truck to pull out of the travel lane wherever possible.
11. Fixed Objects, (i.e., rocks , new proposed trees) shall be required to be set back based on current engineering standards from the edge of pavement not less than the following, providing adequate recovery zone for the traveling public:
  - Rural areas (no curb) up to and including 25 mph – 7 feet minimum
  - Rural areas (no curb) over 25mph - 10 feet minimum
  - Urban areas (curb) may have a reduced setback as approved by Public Works
12. Fixed objects shall be designed to provide sight distance clearance, pedestrian access; as well as bicyclist and equestrian access when applicable. (existing, new or future).

### **Entry Gates:**

13. Where gates for vehicular entry are included as part of the encroachment, the clear zone shall be adequate to store a vehicle waiting to enter the site without overhanging onto the paved roadway/shoulder. A minimum of 25 feet from edge of pavement to the gate shall be provided.

*These revisions shall be accepted as current policy for the Department of Public Works and shall be implemented immediately.*

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Eric Pearson  
Manager, Encroachment and Construction

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Dace Morgan  
Deputy Director of Public Works

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Scott D. McGolpin  
Road Commissioner and Director of Public Works