



SONOMA-MARIN AREA RAIL TRANSIT DISTRICT (SMART) Submission Checklist of Technical Requirements

When submitting information to Sonoma-Marin Area Rail Transit District (SMART) requesting an encroachment, please use the checklist below to indicate, by marking the boxes where applicable, that the items shown are accounted for in your submittal materials.

- Cover/transmittal letter checked against package contents for completeness.
- Indication of permittee/licensee entity, whether utility, local agency, local government, private concern.
- Indication of type of request: license agreement, right of entry permit, easement, etc.
- Working drawings delineating right-of-way and proposed encroachment boundaries.
- Details of proposed encroachments and improvements, plan view, and appropriate sections included.
- Underground utility verifications are addressed in General Notes.
- Indication of special issues:
 - Subsidence
 - Drainage
 - Flooding
 - Future maintenance
 - Servicing
 - Other special issues _____
- Final drawings sealed with a *current* stamp and signed accordingly.

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Mail to: SMART
Property Manager
4040 Civic Center Dr., Suite 200
San Rafael, CA 94903