

City of Saginaw  
 Public Works Department  
 205 Brenda Lane  
 Saginaw, Texas 76179  
 817-230-0550



City of Saginaw

Permit Date: \_\_\_\_\_  
 Permit #: \_\_\_\_\_  
 Sewer LLC: \_\_\_\_\_  
 Water LL3: \_\_\_\_\_  
 Closed Date: \_\_\_\_\_

## Right-of-Way or Public Easement Permit Application

<b>Location of Work Being Performed:</b>				
<b>Will this work involve:</b>	Excavating <input type="radio"/>	Boring <input type="radio"/>	Cutting in the Right-of-Way <input type="radio"/>	Lane Closures <input type="radio"/>
<b>Description of Work to be Performed:</b>				
<b>Scheduled Start Date:</b>			<b>Scheduled Completion Date:</b>	

<b>Name of Company Performing the Work:</b>			
<b>Insured:</b> Yes <input type="radio"/> No <input type="radio"/>		<b>Bonded:</b> Yes <input type="radio"/> No <input type="radio"/>	
<b>Company Address:</b>		<b>City:</b>	<b>State:</b>
<b>Primary Contact:</b>		<b>Phone:</b>	
<b>Email:</b>		<b>Alternative Phone:</b>	
<b>Utility Provider:</b>			
<b>Primary Contact:</b>		<b>Phone:</b>	
<b>Email:</b>		<b>Alternative Phone:</b>	

### Permit Requirements

**Applicant Agrees to the Following Rules:**

- 1) Applicant will provide proof of liability **insurance** and **bonding**.
- 2) Applicant will provide **map of construction site** and a traffic control plan if lane closures are required.
- 3) Permit Application processing will take a minimum of 72 working hours to review approval or denial of permit.
- 4) Upon approval, permit must be kept on job site.
- 5) Applicant understands that minimum of 95% compaction is required within the right-of-way.
- 6) Any soils testing required will be paid by the permit holder.
- 7) No open cutting will be allowed unless authorized in writing by the City of Saginaw Public Works Department.
- 8) Applicants shall **notify the city inspector 48 hrs. before work has commenced and call for inspection within 24 hrs. of completing work**. Applicants must receive a passed final inspection before closing job. **817-946-4751**
- 9) Compliance with attached City of Saginaw Permit Guidance and Restrictions is required. Failure to comply will automatically void this permit. This permit will expire in 60 days from the date of the issuance of this permit.

Applicant shall indemnify and forever hold the City harmless against each and every claim, demand or cause of action that may be made or come against it by reason of, or if any way arising out of the closing, blocking, excavating, cutting, tunneling, or other work by the applicant under an approved permit from the city. By signing, I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

<b>Applicant Signature:</b>	
<b>Printed Name:</b>	<b>Date:</b>

City of Saginaw Use Only		
<b>Randy Newsom/designee:</b>	Approved <input type="radio"/>	Date:
Comments:		
<b>Bill Hurst/designee</b>	Approved <input type="radio"/>	Date:
Comments:		
<b>Jonathan Reames/designee:</b>	Lines Located On:	



**City of Saginaw**  
**Department of Public Works**  
**Permit Guidance and Restrictions**

Permit applications shall be accompanied by a clear and legible map indicating the improvement to be constructed and their relationship to the City of Saginaw's public improvements within the Public Right-of-Way.

Please provide copies of the following insurance documents:

- Worker's Compensation Statutory Employer's Liability
- Commercial General Liability
- Comprehensive Automobile Liability

Contractors shall be required to furnish to the city a good and sufficient bond executed by a corporate surety approved by the city in an amount equal to the total cost of said improvements.

Permits must be approved by Randy Newsom and Bill Hurst or their designees before work may begin.

Applicants must restore the Right-of-Way to original or better condition. This includes repairing all damage caused to other utilities including irrigation.

1. Any utilities (repair or new) – permit required
  - a. No Missiles allowed
  - b. All contractors shall compact all ditch lines to 95% density
  - c. All equipment shall have street pads on all outriggers
  - d. All areas shall be cleaned up and smoothed out
2. Installation of sprinkler systems – permit required
  - a. No ditch line within two (2) feet running parallel behind curb
  - b. All ditch lines shall be compacted to 95% density and inspected by the City
  - c. All equipment shall have street pads on outriggers
  - d. All areas shall be cleaned up, smoothed out, and hydro-mulched or sodded
3. French Drain – permit required
  - a. If cut, the curb shall be cut out, removed, and reinstalled with reinforced steel doweled into existing curb.
  - b. All curbs shall be smooth core (no cut outs)
  - c. All curb cores shall be inspected
4. Electrical or telephone pole placement – permit required
  - a. Area shall be cleaned up and smoothed out
5. Small cell – permit required
  - a. Approved Application for Network Node., Node Support Pole or Transport Facility must be on file.