

CITY OF SAGINAW
DEPARTMENT OF PUBLIC
WORKS PERMIT GUIDANCE
AND RESTRICTIONS

Permits must be approved by Randy Newsom and Tommy Peacock or their designees.

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
 - 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
 - a. Permit required
 - b. Area shall be cleaned up and smoothed out

5. Small Cell
 - a. Permit required
 - b. Approved Application for Network Node, Node Support Pole or Transport Facility must be on file.

Permit applications shall be accompanied by a clear and legible plan or drawing indicating the improvement to be constructed and their relationship to the city of Saginaw's Public Improvements existing within the Public Right-of-Way.

Sewer LLC: _____

Water LL3: _____

PERMIT#: _____

CITY OF SAGINAW PUBLIC WORKS DEPARTMENT
Permit Application for Use of Right-of-Way or Public Easement

Location of work to be performed: _____

Subdivision: _____

Will this work involve: ___excavating ___boring ___ open cut within the right of way?

What type of work is to be done:

Name of company performing the work: _____

Company Address: _____

Contact For Company: _____

Phone Number: _____

Night Phone Number: _____

Bonded: ___Yes ___No

Insured: ___Yes ___No

Who is the work being performed for? _____

Their contact is: _____ Phone Number: _____

Scheduled beginning work date: _____

Scheduled completion date: _____

APPLICANT AGREES TO THE FOLLOWING:

1. **PERMIT MUST BE KEPT AT JOB SITE.**
2. Applicant understands that minimum of 95% compaction is required within the right-of-way.
3. All work shall be inspected by the Public Works Department before leaving a completed job site. The city requires a four-hour notice of an impending inspection.
4. Any soils testing required will be paid by the permit holder. 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 permit from the city, if such permit is granted.
5. Permit Application processing will take a minimum of 48 hours to complete and to provide an approved or denied permit application to applicant. Permit submitter is required to check with permitting agency to determine status of permit application.
6. Drawing to accompany application must be accurate and drawn to scale of 1 INCH = 40 FEET. No engineer's seal on drawing will be required at this time.
7. Additional permit guidance and restrictions are attached to this permit application for the information and use of applicant.
8. No open cutting in the City of Saginaw will be allowed unless approved by Public Works Department and authorized in writing.
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

Signature of Applicant: _____ .Date: _____

City of Saginaw Use Only	
Approved: _____	Line Locates
Reviewed _____ Randy Newsom or Designee	Date: _____
Comments: _____	
Approved: _____	Line Locates
Reviewed _____ Tommy Peacock or Designee	Date: _____
Comments: _____	