



**CITY OF GRANBURY  
PUBLIC WORKS DEPARTMENT**

**PERMIT GUIDANCE AND RESTRICTIONS**

List of permits that must be signed by the Director of Public Works or their designees:  
APPLICANT AGREES TO THE FOLLOWING RULES:

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 and smoothed out.
  
3. French Drain.
  - a. No curb cut will be accepted. If cut, then curb and gutter shall be cut out, removed and reinstalled.
  - b. All cuts 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.

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 Granbury Public Improvements existing within the public Right-of-Way.



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PUBLIC WORKS DEPARTMENT

Permit#: \_\_\_\_\_

**PERMIT APPLICATION FOR USE OF RIGHT-OF-WAY/PUBLIC EASEMENT**

Location of work to be performed: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
Will this work involve \_\_\_\_\_ excavating \_\_\_\_\_ boring \_\_\_\_\_ Cutting in right-of-way? \_\_\_\_\_  
What type of work is to be done? \_\_\_\_\_

Name of Company performing the work: \_\_\_\_\_

Company Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Night Phone Number: \_\_\_\_\_

Bonded: \_\_\_\_\_ Yes \_\_\_\_\_ No Bonding Company: \_\_\_\_\_

Insured: \_\_\_\_\_ Yes \_\_\_\_\_ No Insurance Company: \_\_\_\_\_

**\*\*Dig Tess must be notified prior to digging (call 811) Dig Tess Ticket #: \_\_\_\_\_**

APPLICANT AGREES TO THE FOLLOWING RULES:

1. Permit application processing will take a minimum of 48 hours to complete after approval of construction plans and to provide as approved or denied permit application to applicant. Permit submitter is required to check with permitting agency to determine status of permit application.
2. Construction plans or drawing to accompany application must be accurate and drawn to scale of 1-INCH = 40 FEET. All plans must be approved by the Director of Public Works, or his designees. Construction plan or drawing must be submitted to the city for review and approval no less than fifteen (15) days prior to the planned date of construction.
3. Additional permit information is location in the City of Granbury Code of Ordinances, Chapter 3 (Building Regulations), Article 3.11 (Streets & Sidewalks), Division 2 (Construction within Public Right-of-Way).
4. **PERMIT MUST BE KEPT AT JOB SITE.**
5. Applicant understands that a minimum of 95% compaction is required within the right-of-way.
6. All work shall be inspected by the Public Works Department before leaving a completed job site. The city requires a four (4) hour notice of an impending inspection.



7. Any soil(s) testing requirement 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 is may be made or come against it by reason of, or in 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.
8. No open cutting in the City of Granbury will be allowed unless approved by the Public Works Department and authorized in writing.
9. Compliance with attached City of Granbury 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: \_\_\_\_\_

<b>CITY OF GRANBURY USE ONLY</b>	
Approved by Public Works:	
<i>Signature</i> _____	<i>Date</i> _____
Line Locates Reviewed: _____	
Date: _____ Date: _____	
Comments: _____	
Reference#: _____ Received from notification center.	