



Phone: 817-489-2201
Website: www.newarktexas.com

Address: 209 Hudson St.
PO Box 156
Newark, TX 76071

Right of Way/Excavation Permit Application Building Permit Number: _____

Type of Permit: [] Right-of-way [] Excavation

Applicant Information (Owner)
Company Name: _____ Contact Person: _____
Contact Number: _____ Email: _____
Company Address: _____
Emergency Contact Name & # (24hrs): _____

Contractor Information:
Company: _____ Contact Person: _____
Address: _____
Phone Number: _____ Email: _____
Bonded: Yes No (attach) Insured: Yes No (attach)

Location Information:
Street Name: _____
Type of Installation/Repair; reason for work: _____
Is location of City utilities required? Yes No Dig Test will be called to locate private utilities? Yes No
Estimated Start Date: _____ Estimated Completion Date: _____

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 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.

BY SIGNING YOU AGREE THAT YOU UNDERSTAND THAT DIGGING AND/OR EXCAVATING IS ONLY PERMITTED MONDAY-THURSDAY. THERE IS TO BE NO DIGGING OR EXCAVATING TO OCCUR ON FRIDAY, SATURDAY OR SUNDAY.

Signature of Applicant: _____ Date: _____

Office Use Only

Approved: _____ Date: _____

Receipt #: _____ Received Date: _____ Received By: _____ Staff Initials: _____

Licensed with the City? Yes No Cutting Streets Approval: Yes No (See attached for reason)

Permit Effective Period: From _____ To _____ New over-layed street: Yes No

PERMITTEE JOB CLOSE-OUT INFORMATION: (Actual Finish/Final Street Repair Date): _____
Contractor Signature: _____ Date: _____
Public Works Director: _____ Date: _____

CITY OF NEWARK

UTILITY RIGHT OF WAY/ EXCAVATION CHECKLIST

- Completed application
- Copy of plans/drawings for construction, indicating the location to be installed or repaired.
- Traffic Control Plan
- Proof of one of the following; proof of certification, CNN, state issues franchise authority or state authorization.
- Proof of insurance that guarantees the work of the applicant or contractor performing the work.
- Proof of surety bond that guarantees the work of the applicant or contractor performing the work (if applicable)
- Proof of approval to work on 3rd party's behalf (If applicable)
- Notification sent to all owners within the area if work will impact access to their home or property.
- Pay applicable Right of Way or Excavation Permit fee (\$25)
- Complete contractor registration form and pay fee (\$50)
- Pre-Construction meeting required with Public Works Director **BEFORE** any work begins.
- Permit MUST be kept at job site.
- Any work shall be inspected by the Public Works Director before leaving a completed job site.