



DEPARTMENT OF PUBLIC WORKS

UTILITIES SECTION
200 E. SANTA CLARA ST. TOWER 3RD FLOOR
SAN JOSE, CALIFORNIA 95113

DEVELOPMENT SERVICES DIVISION
TELEPHONE (408) 975-7455
E-MAIL PWUtilityPermits@SanJoseCA.gov

MINOR PERMIT APPLICATION

This Permit is issued Under the Authority Established by Title 15, Chapter 15.50, and Sections 15.50.100 thru 15.50.700, of the Municipal Code as Amended. All Provisions of Title 15, Chapter 15.50, Sections 15.50.100 thru 15.50.700, inclusive, are incorporated into this Permit by this reference. Work done under this Permit is subject to the City of San Jose "STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION" and "STANDARD PLAN DETAILS" in effect when work is done.

Company:
Address:
Agent/Engr:
Phone No.:

PERMIT NO:
Date Issued: (Expires in 6 months)
Date Applied: USA Tkt. No:
Your Job No.
Thomas Guide Map Coordinates (### - X#):
Power outage at Expwy Intersection? Yes No

Work Proposed: Please indicate below the work proposed and the type of facility. This permit cannot be used to perform non-Urgent/Emergency excavation on Major streets. If this is Urgent or an Emergency, check the box: Urgent Emergency

- Type of facility: Gas, Water, Electric / Telecommunication, Routine, Repair, Pole Work

Other: (Please be as specific as possible so that we can process your application as quickly as possible)

Location of Work: Side of Address if applicable Ft. of

Or at the intersection of Asphalt Sq. ft. Concrete Sq. ft. Parkstrip Sq. ft. Landscape Sq. ft. Other

Starting Date: Message No.:

- 1. This permit is valid for work in the City of San José public Right-of-Way only. Coordinate all work in easements and on private property with property owner/management.
2. All USA markings associated with the excavation for which this permit is issued SHALL be removed by the Permittee / Contractor, following excavation restoration.
3. Notify the City of San José 24 hours prior to start of work, restarting work after leaving site for more than 24 hours and final inspection. Call (408) 975-7455.
4. Routine work and repair work within the Downtown area (bounded by Bassett Street, Little Market Street, Julian Street, 11th Street, Highway 280, Stockton Avenue, The Alameda, Cahill Street, San Fernando Street and Delmas Avenue) requires a Major Utility Permit. For emergency work, notify City of San Jose immediately.
5. Work in Expressway right-of-way or affecting Expressway signal operations requires Santa Clara County encroachment permit and traffic control plan.
6. Flashing arrowboard for each traffic lane reduction required. Flaggers for two directional traffic required.

INSPECTION NOTIFICATION 408-975-7455 UNDERGROUND SERVICE ALERT 800-227-2600
SJPD SECONDARY EMPLOYMENT UNIT 408-277-4980 BUS STOPS 408-321-5800
ELECTRICAL EMERGENCIES 408-277-5515 LIGHT RAIL OPERATIONS 408-321-5856

INSPECTOR
CONTRACTOR
REMOVE USA
ACCEPTED EXPIRED
SIGNATURE

APPROVED:
for DIRECTOR OF PUBLIC WORKS

The City of San Jose requires 3 copies of all construction drawings.

THE SAN JOSE MUNICIPAL CODE TITLE 15, SECTION 15.50.300A REQUIRES THE FOLLOWING INFORMATION ON ALL DRAWINGS SUBMITTED WITH MAJOR PERMIT APPLICATIONS:

- North arrow.
- Size and/or location of existing above and underground facilities such as trees, sewers, pipes, conduits, and cables, poles, cabinets, boxes, curbs, gutters, sidewalks and edge of pavement, affected by work.
- Tying of new and existing facilities to well-established lines of record such as monument lines, property lines or to well-established physical references such as face of curb or lip of gutter.
- Clear identification, design, engineering and contents of any structure to be constructed in the public right-of-way.
- Accurate right-of-way alignment.
- Clear dimensioning.
- Definition of all abbreviations, a legend and a clear delineation of city limit lines.
- Incomplete permit applications will be returned.

CITY OF SAN JOSE UTILITY PERMITS

TYPE OF WORK		MAJOR STREETS	MINOR STREETS
Emergency or urgent work. Repair of a leak or broken pipe/conduit/cable.		Minor Permit	Minor Permit
Installing/removing/abandoning/replacing/relocating/raising of one (1) service, pole, anchor, manhole, cathodic protection.	If surface excavation area is 20 sq. ft. or less	Major Permit	Minor Permit
	If surface excavation area is larger than 20 sq. ft.	Major Permit	Major Permit
Installing/removing/abandoning/replacing/relocating/raising of two (2) or more up to five (5) within ¼ mile radius of services, poles, anchors, manholes, cathodic protections.		Major Permit	Major Permit
Installing/extending/replacing/relocating a main, or any aboveground/underground structure(s).		Major Permit	Major Permit
Deficiency or failed workmanship of buried utilities, or failure due to utility installation.		Major Permit	Minor Permit
Any work that is more than 30 working days.		Special Major Permit	Special Major Permit
Routine service work which does not require excavation (I.e. manhole entry, cable pulling/splicing, overhead work, etc.)		Minor Permit	Advance notification to the City
Fiber optics installation, major rebuild or any other work in City public right of way.		See or call office for details. (408) 975-7455	

DEFINITIONS:

1. **STRUCTURES** – Anything, except utility pole and associated appurtenances, which is constructed, erected or placed on a site, and is attached or affixed to something having permanent location on or under the ground.
2. **EMERGENCY** – Unexpected and suddenly occurring event making immediate action necessary to protect life, property or public welfare.
3. **URGENT** – Unexpected event which requires immediate remedial action but does not pose threat to life, property or the public welfare.
4. **MAJOR/MINOR STREETS** – A list of major streets is available upon request. Contact Utilities Section to obtain a copy.