



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
PWUtilityPermits@sanjoseca.gov

MAJOR PERMIT APPLICATION

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

Your Job No:
Development/Tract No.:
City Project Name:
Thomas Guide:
Date Submitted:

WORK DESCRIPTION:

NUMBER OF WORKING DAYS: PROPOSED CONSTRUCTION START DATE:

WORK LOCATION

N-S-E-W SIDE OF
Address if applicable
FT., N-S-E-W OF
or INTERSECTION OF AND
or BETWEEN AND
OTHER STREETS

(CITY USE ONLY)

DEVELOPMENT SERVICES PROJECT REVIEW BY: DATE:
Are Public Improvements Required?
Is Dedication of ROW Required?
Is Development Project Cleared?
Is proposed work consistent W/Development Project Plans?
Has the Developer obtained a Permit for any Utility Joint Trench Work in the City ROW?

CSJ PROJECT MANAGER REVIEW BY: DATE:
Is proposed work consistent with your Project?
Who should the Utility Company contact to coordinate work?
If Permit issued for this work should be assigned to your inspector, please provide the following:
NAME: PHONE#:

SPECIAL CONDITIONS AND COMMENTS:
INSPECTOR REVIEWED DATE PERMIT NO.

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.