

All permit fees can be found at [ci.saginaw.tx.us](http://ci.saginaw.tx.us) under Saginaw Fee Ordinance (PDF)



# City of Saginaw

## Electrical

### Required Documents

- Contractors must be registered with the City of Saginaw
  - Must have proof of general liability insurance at minimum \$100,000 with the City of Saginaw listed as a certificate holder
- Permit Application
- Plans that meet the currently adopted National Electrical Code and Saginaw Ordinances
  - Includes design and layout and materials to be used
- Engineered letter with calculations

### AFTER ALL PERMITS ARE APPROVED.

- Inspections
  - The inspection line is **817-232-4263**
  - Requests made before 7:30 a.m. will be inspected that day.
  - Requests made after 7:30 a.m. will be done the following day.
  - Please give permit number, permit address and type of inspection being requested.

### Required inspections

1. \*Rough inspection
2. \*Electrical Release
3. Final

### Requirements

- Must meet currently adopted City of Saginaw codes and ordinances
  - International Residential Code, International Building Code, National Electrical Code, International Energy Conservation Code

**\*- If applicable under scope of permitted work**



# City of Saginaw

## Mechanical

### Required Documents

- Contractors must be registered with the City of Saginaw
  - Must have proof of general liability insurance at minimum \$100,000 with the City of Saginaw listed as a certificate holder
- Permit Application

### **AFTER ALL PERMITS ARE APPROVED.**

- Inspections
  - The inspection line is **817-232-4263**
  - Requests made before 7:30 a.m. will be inspected that day.
  - Requests made after 7:30 a.m. will be done the following day.
  - Please give permit number, permit address and type of inspection being requested.

### Required Inspections

1. Final Inspection

### Requirements

- All mechanical work must meet currently adopted city codes and ordinances.
  - International Mechanical Code, International Residential Code, International Building Code, International Fuel gas Code, International Energy Conservation Code.



# City of Saginaw

## Plumbing

### Required Documents

- Contractors must be registered with the City of Saginaw
  - Must have proof of general liability insurance at minimum \$100,000 with the City of Saginaw listed as a certificate holder
- Permit Application

### **AFTER ALL PERMITS ARE APPROVED.**

- Inspections
  - The inspection line is **817-232-4263**
  - Requests made before 7:30 a.m. will be inspected that day.
  - Requests made after 7:30 a.m. will be done the following day.
  - Please give permit number, permit address and type of inspection being requested.

### Required Inspections

1. \* Plumbing rough-in
2. \*Plumbing top out
  - a. \*Gas release (Certified Calibrated Gauge)
3. Final

### Requirements

- Must meet requirements of currently adopted City of Saginaw codes and ordinances
  - International Plumbing Code, International Residential Code, International Fuel Gas Code, International Building Code, International Energy Conservation Code.

**\*- If applicable under scope of permitted work**

City of Saginaw  
 Permit Department  
 301 S. Saginaw Blvd.  
 Bus: 817-230-0453 Fax: 817-232-8565  
 E-mail: permits@saginawtx.org



City of Saginaw

Permit Date: \_\_\_\_\_  
 Permit #: \_\_\_\_\_  
 Total Fee: \_\_\_\_\_  
 Receipt #: \_\_\_\_\_

**BUILDING PERMIT APPLICATION: ELECTRICAL, MECHANICAL, PLUMBING**

Permit Type:  Electrical  
 Mechanical  
 Plumbing

Zoning Type:  Residential\*  
 Commercial/Industrial\*  
 \*Construction Value: \_\_\_\_\_

Permit Address: \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

Name:		
Address:		
City:	State:	Zip:
Phone:	E-mail:	

**All Contractors must be registered with the City of Saginaw, be validated on the permit, and hold general liability insurance with the City of Saginaw as a certificate holder prior to the permit being released**

**CONTRACTOR INFORMATION**

Homeowner      Contractor      To be Determined

Company Name:		
Address:		
City:	State:	Zip:
Phone:	E-mail:	

**PERMIT INFORMATION**

Describe all work:

  
  
  
  
  
  
  
  
  
  

**All work must meet currently adopted codes and city ordinances. Inspections must be requested for all permits.**

This permit, once issued, expires by limitation 180 days from the date of issuance unless construction is commenced and inspection approval is obtained within 180 days of issuance. The authority having jurisdiction shall be permitted to grant an extension of the permit time period for additional 180 days upon written documentation, by the permittee, of a satisfactory reason for failure to start or complete the work or activity authorized by the permit. Only one extension will be allowed.

**I understand that all permits require phase inspections in addition to a final inspection.**

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 herein 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.

Applicant Signature:	Date:
Printed Name:	Date:

## Property Owner's Statement

(To be signed **if homeowner is general contractor**)

The intention of this statement is to provide the owner who is occupying the home (not a rental) the option to take responsibility/liability for the project.

I am the owner and occupant of the above listed property. I have the ability to and will perform the work as described. I am responsible for the construction and inspections of the improvements. If such improvements are found to be defective. I alone am responsible for the cost of any repairs or replacements necessary to bring the improvements into code compliance with the City of Saginaw.

**I have read and acknowledge the information stated above.**

<b>Property Owner's Signature:</b>	<b>Date:</b>
<b>Property Owner's Printed Name:</b>	<b>Date:</b>