



Town of Sunnyvale

127 N. Collins Road
Sunnyvale, Texas 75182 | (972) 226-7177

TownEngineer@TownofSunnyvale.org

Right-of-Way Construction Permit Application

☐ Original Submittal

☐ Revised Submittal

Date: _____

Franchise Utility

Name: _____

Franchise Contact

Name: _____

Title: _____

Phone: _____

Cell: _____

Project Description: _____

Project Location: _____

Anticipated Start

Date: _____

Estimated Finish

Date: _____

1ST Contractor: _____

Contact Person: _____

Phone: _____

Cell: _____

Email: _____

Certificate of Insurance attached?

☐ Yes

☐ No

Description of Work for 1st Contractor: _____

2ND Contractor: _____

Contact Person: _____

Phone: _____

Cell: _____

Email: _____

Certificate of Insurance attached?

☐ Yes

☐ No

Description of Work for 2nd Contractor: _____

☐ Yes ☐ No Is this an **Emergency Permit**?

☐ Yes ☐ No Is this permit related to a Town project that is currently under construction or is planned for the future?

☐ Yes ☐ No Maintenance or Repair of Existing Facility?

☐ Yes ☐ No New Facility or Relocation of Existing?

☐ Yes ☐ No Pavement Cut?

☐ Yes ☐ No Equipment or Work in Street or Alley?

☐ Yes ☐ No Trench Deeper than 5-feet?

- Plans that completely describe the proposed work and other required information must be submitted to TownEngineer@TownofSunnyvale.org for the permit to be processed. Incomplete permit applications or applications without adequate supporting documentation (plans) will be rejected as incomplete submissions. Questions regarding the permit application process can be directed to email to TownEngineer@TownofSunnyvale.org
- A copy of the issued permit must always be on the construction site.
- No pavement shall be cut or repaired without inspection by the assigned Public Works Construction Inspector.
- No alley or street shall be closed without 48 hours' notice to the assigned Public Works Construction Inspector.
- Contractors working in Town ROW, streets and alleys must comply with the **Texas Manual of Uniform Traffic Control Devices**.
- All OSHA guidelines must be followed including but not limited to trench safety, confined space entry, personal protective equipment.
- Equipment installed in ROW or easements must not obstruct vehicle sight distance requirements.

Below this line is filled out by Town Staff

Permit Reviewed and Issued by: _____ Permit Issue Date: _____