CITY OF SAGINAW

APPLICATION FOR
ENCROACHMENT PERMIT

City Clerk’s Office (989) 759-1480
1315 S. Washington, Room 102
Saginaw, MI 48601

☐ Permanent  ☐ Temporary  Date(s) Requested:

ADDRESS OR LOCATION:

NAME OF BUSINESS (IF APPLICABLE):

APPLICANT/OWNER’S NAME:  TELEPHONE NUMBER:

APPLICANT ADDRESS:  CITY:  STATE:  ZIP:

TYPE OF ENCROACHMENT

☐ Awning  ☐ Hoistway Opening  ☐ Sign
☐ Belt Course  ☐ Loading Dock  ☐ Standpipe/Sprinkler Connection
☐ Canopy  ☐ Manhole  ☐ Step or Stair
☐ Cellar Entrance  ☐ Mansard  ☐ Street Vault
☐ Coal Hole  ☐ Marquee  ☐ Subgrade Spread Footing
☐ Cosmetic Wall Covering  ☐ Planter  ☐ Underground Conduit (private)
☐ Elevated Craneway/Walkway  ☐ Platform or Facility  ☐ Wall
☐ Fence  ☐ Roof Cornice  ☐ Wall Buttress
☐ Fire Escape  ☐ Sidewalk Elevator or Vault  ☐ Other

ADDITIONAL DESCRIPTION (ATTACH DRAWING OR BLUE PRINT, IF NECESSARY)

FEES:  Class I (Inspections Not Required) $35.00  Class II (Inspections Required) $75.00

BY EXECUTION HEREOF, APPLICANT CONFIRMS HE/SHE HAS READ AND UNDERSTANDS THE
ENCROACHMENT ORDINANCE AND AGREES TO COMPLY WITH ALL TERMS AND PROVISIONS THEREOF.

Applicant’s Signature:  Date

NOTE: Encroachment Permits are not prorated and are renewable on or before June 30th each year.

CHIEF INSPECTOR USE ONLY

☐ Class I (Inspections NOT Required)  ☐ Class II (Inspections Required)
☐ Insurance Required  Date of Inspection:
☐ Approved  ☐ Not Approved  X