



Westworth Village
The Hidden Jewel of the Metroplex.

Street/ Sidewalk Opening Permit Application

City of Westworth Village – Permits Department: 817-710-2505
311 Burton Hill Rd., Westworth Village, TX 76114

Job Address: _____

Property Owner: _____

Email: _____ Phone #: _____

Excavator Name: _____

Address: _____

Email: _____ Phone #: _____

Trade Contractor Name: _____ Licensed Contractor #: _____

Address: _____

Email: _____ Phone #: _____

Trade Contractor Name: _____ Licensed Contractor #: _____

Address: _____

Email: _____ Phone #: _____

Detailed Description of Work (include proposed dates of work, excavation type, excavation size, and purpose of excavation):

Diagram of Work to be Done:

Acknowledgements:

- A surety bond or cash deposit as described in [Sec. 3.07.032](#) of the City ordinances must be filed prior to granting of permit.
- Restoration shall be completed under the direction of, and satisfactory to, the city engineer. The holder of a permit shall notify the city engineer twenty-four (24) hours prior to the time the backfill will be made and a city inspector shall be present at the time the work is done, but this will in no way relieve the permit holder from his responsibility for maintenance due to failure of the required cut.

I HEREBY CERTIFY THE FOREGOING TO BE CORRECT TO THE BEST OF MY KNOWLEDGE. I ALSO AGREE THE SAID WORK SHALL BE PERFORMED IN CONFORMANCE WITH THE INFORMATION HEREIN SET FORTH AND ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED 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 THE PERFORMANCE OF WORK.

Signature

Date

Name (Print)

FOR INTERNAL CITY USE ONLY

A. PERMITS DEPARTMENT

- Application & Plans Received by: _____ Date: _____
- Application Payment Received by: _____ Date: _____
- Entered into Incode & Tyler Content Manager Project Code: _____ Date: _____
- Routed to Building Department by: _____ Date: _____

B. BUILDING DEPARTMENT

- Application Approved Application Denied Signature: _____ Date: _____
Reason for Denial: _____
- Application Routed to Public Works Department by: _____ Date: _____

C. PUBLIC WORKS DEPARTMENT

- Application Approved Application Denied Signature: _____ Date: _____
Reason for Denial: _____

If approved for permit, route to Permits Department. If denied, route to City Secretary for issuance of denial notice.

- Application Routed to Permits Dept. or City Secretary by: _____ Date: _____

D. PERMITS DEPARTMENT

- Inspection Forms Received and Scanned by: _____ Date: _____
- Permit Created by: _____ Date: _____
- Permit # Issued: _____ Permit & Application Scanned into Content Manager
- Permit Mailed to Applicant by: _____ Date: _____

E. CITY SECRETARY

- Denial Notice Mailed to Applicant & Copied to Application by: _____ Date: _____

F. RECORDS DEPARTMENT

- PW5275-03a – Applications for which permit granted – Keep application for 5 years.
- PW5275-03b - Applications for which permit *not granted* – Keep application for 1 year.