



# City of Saginaw

## Windows

### 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 current adopted code and Saginaw Ordinances

### 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

### Requirements

- U-Factor  $\leq$  .32
- SHGC  $\leq$  .25
- Tempered glass where required according to currently adopted City of Saginaw codes and ordinances
- Windows must be sealed from the outside

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 #: \_\_\_\_\_

## Window Replacement Permit Application

<b>Permit Address:</b>		
Lot:	Block:	Addition:

### Property Owner Information

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

### Contractor Information    Homeowner    Contractor    To be Determined

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

### Permit Information

Construction Value:	
Window Count:	
Construction Plans*:	
*Required if changing window size or adding new window	

### Permit Requirements

1. Windows must have U-factor of .32 or less and a Solar Heat Gain of .25 or less
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### Property Owner's Statement

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.**

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.

<b>Applicant Signature:</b>	<b>Date:</b>
<b>Printed Name:</b>	<b>Date:</b>