



PUBLIC RIGHT-OF-WAY EXCAVATION PERMIT

Parcel No. _____
Permit No. _____

Name and Address of Applicant	Address of Proposed Work	
	Starting Date	Completion Date
	Applicant Phone number	
Email of Applicant	Project number (if any)	
Description of work (type of construction, lineal feet of excavation, etc.)		

It is understood and agreed that this approval shall be subject to the applicant's full compliance with the pertinent statutes and law, as well as the codes, rules, and regulations of jurisdictional agencies, and with all standard and special provisions, attached drawings, and notes. Accomplishment of any part of the permitted work shall evidence the applicant's agreement to fully comply with and be bound by the permit in all its parts.

By: _____
 Signature of applicant Title Date

PERMIT CONDITIONS AND PROVISIONS

This permit is granted to allow performance of the specific work described below. The following standard provisions and included special provisions shall govern.

1. All operations shall be performed without closing any street traffic lane, except as may be specifically sanctioned by the City. Unless otherwise authorized, full two-way traffic shall be maintained at all times. Signs which conform in design and location to the specifications and details in the current Wisconsin Manual of Traffic Control Devices shall be erected and in place at all times while operations are in progress which will affect traffic. Such signing shall be supplemented by proper barricades, light and/or flagmen when the natures of the operation or the conditions of visibility are such that these further safety precautions are necessary.
2. All roadways, shoulders, paved areas, driveways, grassed areas, etc. in public or private ways shall be replaced equal to or better than the condition existing before the work commenced.
3. All refuse, excess dirt, and materials shall be removed from the site and the site restored to original condition as the work progresses or immediately upon its completion.
4. Private drives and roadways shall not remain closed overnight, over weekends, or holidays. Before obstructing or closing any private drives or roadways, owner, or occupant shall be notified.
5. The holder of this permit shall assume all liability and responsibility for any and all damage resulting from this work, and shall maintain suitable barriers and warning devices along the work until the work is completed.
6. Gutters and drainage ditches shall remain open at all times, or provision to permit proper drainage during work progress, and shall be restored to their original condition as the work progresses or immediately upon its completion.
7. Final approval and release shall not be granted until the Engineering Division grants approval.
8. The permittee shall provide his supervisor with a copy of this permit, and shall assure the supervisor's familiarity with all details and requirements thereof. Such permit copy shall be in the keeping of the supervisor and at the site of the work at all times while work operations are in active process, and shall be provided for examination by City inspection personnel upon request.
9. If work is not commenced within 60 days of permit issuance, the permit shall automatically expire, and a new permit shall be obtained, and additional fee charged.
10. No excavation shall remain open in excess of 3 calendar days.
11. The permittee shall guarantee and maintain the site of the excavation for 1 year after restoring it to its original condition.

OFFICE USE ONLY	
Approved by: _____ City Engineer	Date: _____
Permit Fee \$ _____ + Administrative Fee \$5 = Total Fee \$ _____	