



PERMIT NO. \_\_\_\_\_  
**PERMIT TO CONSTRUCT,  
MAINTAIN, OR REPAIR UTILITIES  
WITHIN STREET RIGHT-OF-WAY**

Street: \_\_\_\_\_  
From: \_\_\_\_\_  
To: \_\_\_\_\_  
Address: \_\_\_\_\_  
Pavement Type \_\_\_\_\_  
Year Built \_\_\_\_\_  
Functional Class \_\_\_\_\_

REQUEST BY APPLICANT

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/ZIP \_\_\_\_\_  
Office Phone \_\_\_\_\_ Local Phone \_\_\_\_\_

**PURPOSE**  
\_\_\_\_\_ Gas Pipe \_\_\_\_\_ Cable T.V. \_\_\_\_\_ Storm Sewer  
\_\_\_\_\_ Electric Cable \_\_\_\_\_ Water \_\_\_\_\_ Other  
\_\_\_\_\_ Telephone Line \_\_\_\_\_ Sanitary Sewer \_\_\_\_\_  
**WORK LOCATION**  
\_\_\_\_\_ Street (Traveled Area) \_\_\_\_\_ Sidewalk \_\_\_\_\_ Alley  
\_\_\_\_\_ Driveway \_\_\_\_\_ Boulevard \_\_\_\_\_ Other  
\_\_\_\_\_ Median (Paved) \_\_\_\_\_ Terrace \_\_\_\_\_  
**METHOD OF INSTALLATION**  
\_\_\_\_\_ Tunnel \_\_\_\_\_ Suspend on Pole \_\_\_\_\_ Cased  
\_\_\_\_\_ Jack & Bore \_\_\_\_\_ Trench \_\_\_\_\_ Other  
\_\_\_\_\_ Open Cut \_\_\_\_\_ Plow \_\_\_\_\_  
**EMERGENCY EXCAVATION** \_\_\_\_\_  
**ESTIMATED STARTING DATE** \_\_\_\_\_ **ESTIMATED RESTORATION DATE** \_\_\_\_\_

Plans Prepared By \_\_\_\_\_ Copy Enclosed \_\_\_\_\_ Yes \_\_\_\_\_ No

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on the reverse side hereof, any special provisions listed below or attached hereto, and any and all plans, details or notes attached hereto and made a part thereof.

BY \_\_\_\_\_ Title \_\_\_\_\_  
(Signature of Authorized Utility Representative) Date \_\_\_\_\_

**Project information / Provisions:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE

Pursuant to Wisconsin Statutes and City Code of Ordinances 4-1-1, this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern:

1. The appropriate fee for the issuance of the permit shall be paid in advance unless other arrangements have been made with the City of Two Rivers Department of Public Works. The issuance of the permit will be for the approved submitted plan of the utility work to be done in the City right-of-way.
2. The Applicant agrees to indemnify and hold the City of Two Rivers harmless from any and all claims, damages, liabilities, judgments, obligations, suits, actions or causes of actions of any nature whatsoever ("claims"), including but not limited to claims for personal injury or property damage, which, in whole or in part, result or arise from the issuance of this permit or any act or omission of the Applicant, its agents or employees, or its subcontractors or those with whom it otherwise contracts in exercising its rights under this permit or in constructing, maintaining or repairing utilities in the streets or street rights-of-way in the City of Two Rivers. Applicant shall further reimburse the City of Two Rivers for any costs or attorneys' fees incurred by the City in defending itself from any such claims. Accomplishment of the permitted work, or any part thereof, by or on behalf of the Applicant shall bind such Applicant to abide by this permit and all its conditions and provisions.
3. Street openings between November 1<sup>st</sup> and April 1<sup>st</sup> will require extra costs for street repairs such as temporary concrete, cold mix, and additional gravel.
4. The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the street as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant unless a contract for such costs has been executed.
5. All street repairs and street restoration of pavements will be completed by the City of Two Rivers unless otherwise approved prior to the application. All repair costs will be billed to the applicant.
6. No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the City has granted permission for a detour. Wherever the pavements is opened, the excavation shall be backfilled with approved materials and mechanically compacted in twelve-inch (12") layers, and shall be left flush with the existing surface. The pavement removed for a road crossing shall be replaced as per the City specifications.
7. All bituminous pavement shall be straight-edged with an air hammer and blade or saw cut and all concrete pavement shall be saw cut. All surface material and unsuitable excavated material shall be removed from the site. Excavated material shall be placed to permit the free flow of surface water along the gutter.
8. No part of the permitted work operations shall be commenced until all necessary signs and traffic control devices adequate to protect the public are established, in place, and fully functional. All traffic control signs and warning devices shall conform to the appropriate sizes required according the latest edition of the "Manual on Uniform Traffic Control Devices". It shall be the responsibility of the applicant to provide and maintain at least the quantity of signs and traffic control devices therein described, but to also supplement those with additional signs and devices and flagmen as are necessary to functionally protect persons and property from injury or damage at all times under all conditions, including changed or changing conditions. All traffic control devices and signs shall remain in place until all permit associated work is completed.

9. The permittee is responsible to assure that the site of construction is secure against any hazard to the public, both when the site is attended and during off-hours, any holiday, and the hours of the nights.
10. The permittee shall notify the City of Two Rivers Public Works Dept. three (3) days prior to the commencement of the permitted work and upon completion of the permitted work.
11. Any dirt or debris resulting from the installation and/or maintenance of said facility in the City right-of-way shall be removed as soon as possible by the permittee.
12. All turf areas disturbed by the permitted work shall be restored with fine graded topsoil having a depth of not less than 4 inches, and re-seeded with perennial grass or sodded. It will be the responsibility of the permittee to make sure all seeded or sodded areas are established subject to the satisfaction of the City of Two Rivers Public Works Department.
13. An erosion control plan shall be required for those utility operations which are significant in scope or adjacent to environmentally sensitive areas. All erosion control measures shall be done in accordance with all requirements of the Wisconsin Department of Natural Resources. The utility shall submit the plan for approval no less than 20 days prior to the beginning of the work. The plan shall detail the sequence of the work, the type and amount of permanent and temporary erosion control devices to be used, the methods to be used to maintain the devices and the name of the person responsible for the work and maintenance.

If the work by the utility is resulting in erosion and the utility is unable or unwilling to take corrective actions in a time frame acceptable to the City of Two Rivers Public Works Department, the erosion control work will be done by others at the direction of the City. The costs of such erosion control work will be the responsibility of the utility.

The utility shall be responsible for providing erosion control measures to protect all restored areas until the completion of the utility construction and until the restoration is completed and established.

14. If the applicant subcontracts for any part of the work under this permit, it will be the responsibility of the subcontractor to obtain a surety bond in the amount of 10% of the amount of the contract or in no case less than \$1,000.00.
15. When one-way traffic or a detour is used, the Applicant shall provide ALL NECESSARY SIGNS, FLAGMEN AND LIGHTS required according to the "Manual on Uniform Traffic Control Devices". If the excavation requires closing the street, the Public Works Department must be notified twenty-four (24) hours prior to the closing by calling (920) 793-5539. Detour routes are to be approved by the department before permission is granted. All barricades and detour signs shall be furnished and maintained by the Permittee.
16. All disturbed areas shall be returned to their present condition or better, subject to the satisfaction of the City or its representative. Access to all private drives and public street intersections shall be maintained, and all disturbed areas completely restored.
17. Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
18. A copy of this approval, along with any plans and special provisions, shall be available on the job site.
19. Upon completion of the work, the Applicant shall file a written notice with the City.
20. The Applicant shall guarantee the backfilling and compaction for two (2) years. If settlement or failure occurs, repairs shall be made at the Applicant's expense.

21. The City will bill the permittee for all work to repair any damaged property caused by the permittee's work within the right-of-way. Such property would include sanitary sewer system, water distribution system, storm sewer system, streets, sidewalk, trees, driveway approaches etc. The City would also bill the permittee for any televising work done to the sanitary sewer system or storm sewer system that shows damages to this infrastructure caused by the permittee's work.
22. DIGGERS HOTLINE (1-800-242-8511) shall be notified of the proposed excavation a minimum of three (3) days prior to the start of work.

In consideration of granting the foregoing permit, the permittee, its successors and assignees, agree that, in the event the said City Street is reconstructed, repaired, changed or widened in any manner and it becomes necessary as a result that the service must be raised, lowered, or moved to some other location, the permittee, its successors and assignees, agree to do all the things necessary with the said service as may be required by the City of Two Rivers Director of Public Works so as to facilitate these changes, and at no expense to the City of Two Rivers.

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

By \_\_\_\_\_

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

The City of Two Rivers Director of Public Works grants this permit according to the conditions listed above and agreed to by the permittee.

BY \_\_\_\_\_  
(Signature of Authorized Permitting Authority Representative)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**PERMIT FEES**

Application Fee - per submitted approved utility plan		\$ <u>10.00</u>
Boring(s) - under street	_____ X \$75.00/each	\$ _____
Street Opening - (standard street opening permit)	_____ X \$80.00/each	\$ _____
Contractor Closing Road	_____ X \$50.00/day	\$ _____
Sidewalk repair - per property parcel	_____ X \$20.00/each	\$ _____
	<b>Total Permit Costs</b>	\$ _____

**\*\*Note:** Failure to obtain the utility permit prior to doing work within the City right-of-way will result in the permit fee to double.

pc: Street Department, Engineering Office