



CITY OF FITCHBURG, WISCONSIN
APPLICATION TO EXCAVATE IN PUBLIC RIGHT-OF-WAY

I. APPLICANT INFORMATION

Note - Annual registration is required for utilities within the right-of-way to be eligible for any permits.

Company _____ Date of Application _____
 Contact _____ Address _____
 Telephone _____
 E-mail _____

II. CONTRACTOR INFORMATION

Contractor to Perform Work _____
 Contact _____ Telephone _____

III. PROPOSED WORK: (please provide written description of work)

A. SCHEDULE Estimated Start Date _____ Estimated Completion Date _____

B. LOCATION OF PROPOSED WORK

ADDRESS (Note: Please enter a single, valid City of Fitchburg address; i.e., 5520 Lacy Rd.)

Number	Direction	Street Name	Type
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ADDITIONAL INFORMATION DESCRIBING LOCATION LIMITS (i.e., Work to occur in 2700-2800 Blocks of Raritan Rd)

C. TYPE OF FACILITY (Check all boxes that apply)

Water	Hydrant	Sanitary	Storm	Main
Gas	Electric	Cable	Telecommunications	Service
Other _____				

D. PURPOSE

Install Repair Replace Abandon Other: _____

E. LOCATION (Check all boxes that apply)

Travel Lane Parking Lane Terrace Sidewalk Easement/Greenway Overhead
 Other: _____

F. TRENCH TYPE AND SIZE

Asphalt (Show total asphalt dimensions here and on accompanying drawing) _____
 Non-Asphalt (Show total non-asphalt dimensions here and on accompanying drawing)
 Concrete Sod Other _____

G. BORING

Will this work involve boring? YES NO If you responded **YES**, enter total bore length: _____ LF

NOTICE: Utility marks provide the approximate horizontal location of existing facilities. Please indicate below the method you will use to field verify the actual location of existing city/private utilities prior to boring.

Potholing at every facility in boring path.

Pre-boring CCTV inspection and locating with sonde to provide accurate location of facilities and post-boring CCTV inspection to verify that no such facilities were damaged during the boring process.

IV. Will a permanent structure be placed in the public right-of-way? **Yes No**

If you responded YES to above, describe the nature, number, and dimensions of the structures:

V. Scale drawing showing existing utilities and other features in the right-of-way in relation to proposed work is attached. **Yes No**

Note: Applications without a plan will not be processed.

VI. Traffic control plan is attached. **Yes No**

Note: Applications without a traffic control plan will not be processed unless there is sufficient reason for its absence.

In consideration of being permitted to make such excavation, the permittee hereby agrees that it will faithfully comply with the terms of the permit as issued by the City of Fitchburg including any Special Provisions; that it will comply with all applicable statutes, ordinances, rules and regulations of the State of Wisconsin and the [City of Fitchburg](#); that it shall employ only contractors that produce quality work; that it will indemnify, defend and hold the City of Fitchburg harmless for any and all claims, liability, loss, damage or expense incurred by the City of Fitchburg on account of any injury or death of any person or any damage to property caused by or resulting from activity or work performed under this permit, whether caused by or contributed to by the City of Fitchburg, its officials, its agents or employees, and that it hereby agrees to purchase comprehensive public liability insurance showing the City of Fitchburg as an additional insured and shall provide thirty (30) days written notice to the City upon cancellation or material change in the policy with renewal certificates provided to the City for three (3) years from the date of completion of work hereunder; that it will at all times keep the place where such excavation is made properly guarded by day and lighted by night; that it will leave the street, sidewalk, alley, or terrace in as good or better condition than existed before the work had commenced; that it will have all finished concrete and asphalt work within the right-of-way performed by a licensed concrete layer or licensed asphalt paver, as the case may be; that all restoration of the street, sidewalk, alley or terrace affected by acting upon this permit shall be completed within ten (10) calendar days of the closing of the excavation; the permittee shall guarantee their work for thirty-six (36) months following the date of completion; that if this project requires a detour, it will provide Public Works seventy-two hours-notice prior to commencement of; that it agrees this permit may be voided by the City if the work is not started within a reasonable length of time after the above stated starting date; and that it will comply with [Chapter 30](#) of Fitchburg's Municipal Code (Erosion Control and Stormwater Management Ordinance).

Furthermore, the permittee agrees to provide the City of Fitchburg Public Works Department (608) 270-4263 minimum notice as follows: (1) Forty-eight (48) hours prior to starting work and upon completion of work; (2) Twenty-four (24) hours prior to placement of steel plates; and (3)Forty-eight (48) hours prior to connecting to the City's sanitary sewer, and/or water main systems. For work involving sanitary sewer and/or water main systems contact the Utility Inspector at (608) 270-4277.

Please note that failure to provide adequate notice may result in re-excavating the trench at your own cost so that the City can inspect the work performed.

Date of Application _____

Signature of Permittee Representative _____

Please Print Name and Title of Permittee Representative _____

QUESTIONS? Please contact zach.trzebiatowski@fitchburgwi.gov (608) 270-4263 if you need assistance completing this application.

Submit completed applications to:

Mail or drop off: City of Fitchburg, Public Works Dept. 5520 Lacy Road, Fitchburg, WI 53711

Via email: publicworks@fitchburgwi.gov

(please use subject line, **"Right-of-Way_Permit"**, when submitting permit via email)