

# APPLICATION & PERMIT FOR PUBLIC RIGHT-OF-WAY/PUBLIC LAND OPENING



<b>BOX 1 - CONTACT INFORMATION</b>	
Name	Company Name (if Applicable)
Address	City / State / Zip
Work Phone	Home or Cell Phone
Email	Fax
Best way to reach me is: <input type="checkbox"/> Phone <input type="checkbox"/> Email	I am the: <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Representative

<b>BOX 2 - APPLICATION</b>
Date of Application: _____ Approximate Date of Work: _____
<b>WORK INFORMATION</b>
Street Address: _____ Subdivision: _____ Lot: _____
Purpose of Work: _____
Give brief description of specific location of work at above address. Will work be behind the curb, in street pavement, near sidewalk, etc? _____
Approximate dimensions of any excavation: _____ Will any work area be in traffic? Yes ___ No ___

**COPY OF PLANS:** Include a copy of the plans for the proposed work with the application.

**NOTE FOR COPYING PURPOSES:** If any materials are submitted on sheets larger than 8 1/2" X 14", please submit at least two copies with this application.

<b>BOX 3 - RIGHT-OF-WAY/STREET OPENING PERMIT</b>
<p>All permits issued for any opening or excavation in any public street, public alley, public sidewalk or any public ground shall be issued subject to the conditions and requirements of Code of the Village of Belleville and any permittee who begins to perform any activities authorized by this permit shall be deemed to have accepted all of these conditions. Copies of these ordinances are available for inspection and are hereby incorporated in the provisions of the issuance of this permit.</p> <p>I hereby certify that I will indemnify and save harmless the Village of Belleville and it's officers from all liability for accidents and damage caused by any of the work covered by this permit, and that I will fill up and place in good and safe condition all excavations and opening made in the street, and will replace and restore the surface over any opening I make to the state and condition in which I found it, and shall Keep and maintain the same in such condition, normal wear and tear excepted, to the satisfaction of the Director of Public Works for a period of one (1) year, and that I will pay any and all fines imposed on me for any violation of any rule or regulation adopted by the Village Board governing public street, public alley, public sidewalk or any public ground openings, and that I will repair any damages done to existing improvements during the course of my work in accordance with the regulations of the Village.</p> <p>I further certify that I will pay such actual costs and expenses as may accrue to the Village of Belleville should the Village elect to repair and/or maintain the public street, public alley, public sidewalk or any public ground opening for a period of one (1) year.</p> <p>In the event that the applicant's works placed within the public street, public alley, public sidewalk or any public ground are or become in conflict with Village improvements and reconstruction within the public street, public alley, public sidewalk or any public ground, the applicant agrees to relocate their work at no cost to the Village.</p> <p>I further understand that I must grant the right-of-entry to the work as described above, to the designated personnel of the Village of Belleville for the purpose of inspecting, monitoring, and maintaining compliance with Village Ordinances. The fee for the issuance of this permit for the proposed work is \$50.00 plus any direct or indirect expenses incurred by the Village resulting from the proposed work.</p> <p>I further understand that permits shall be valid for a period of 30 days from the date of approval, except as provided for under § 455-6G for pavement replacement.</p>

Signature \_\_\_\_\_ Date \_\_\_\_\_

Revision Approved: March 28 2013

**BOX 4 - RETURN THIS FORM TO:**

**Mail:** 24 W. Main Street, P.O. Box 79, Belleville WI 53508  
**Fax:** 608-424-3423 **Email:** info@villageofbelleville.com  
**Drop Box:** At 24 W. Main Street, 24 hours / day **Questions:** 608-424-3341

**BOX 5 - APPROVALS**

Your request has been:

 Approved Not Approved Approved with these Conditions:

Permit approved by:

**BOX 6 - OFFICE USE ONLY**

Received by:

Date:

Referred to: Public Works Director

**OTHER CONDITIONS OF APPROVAL:**

Fee: \$50.00 plus expenses billed

**ATTACHMENTS:** Fee payment receipt \_\_\_\_ Plans \_\_\_\_ Other \_\_\_\_  
 Certificate of Insurance \_\_\_\_ Bonds \_\_\_\_

Code Reference: Chapters 455-5 and 455-6