Application/Permit to Open and Excavate Within Street Right-of-Way

Application Date:

Applicant:

Address:

Phone Number:

Location of Excavation*:

*Maximum of one (1) block or 1,200 feet per permit application.

Diggers Hot-Line Ticket#

Work Order Number

Areas to be Excavated: (Check All That Apply)

Street ☐ Blvd ☐ Curb/Gutter ☐ Sidewalk ☐ Alley ☐

STREET, BOULEVARD, ALLEY, AND SIDEWALK OPENINGS:
$50.00 PER VILLAGE BLOCK OR 1,200 FEET PER APPLICATION
All excavating routes MUST BE white-lined PRIOR to utility locates being completed.

New Driveway - $25.00 ☐ Replacement Driveway - $25.00 ☐

Curb and Gutter Removal Required: Yes ☐ No ☐

New Sidewalk - $25.00 ☐ Replacement Sidewalk - $25.00 ☐

Total length of New or Replaced Sidewalk (including sidewalks through driveway): _____

Curb and Gutter Removal Required: Yes ☐ No ☐

Other: _____

Identify restoration associated with permit: (Check All That Apply)

Asphalt ☐ Lawn ☐ Concrete ☐

Specify point of contact and company completing restoration (include phone number and email):

Purpose of Excavation: (Check All That Apply)

Water ☐ Sanitation Sewer ☐ Storm Sewer ☐ Gas ☐ Electrical ☐ Telephone ☐

Other: _____

Estimated Start Date: Completion Date:

CONTACT the DIRECTOR OF PUBLIC WORKS at 608-792-3395 for INSPECTION OF ALL FORMS PRIOR to CONCRETE PLACEMENT Coordinate ahead of time to ensure timely inspection prior to approval for concrete.

Restoration will be completed within three (3) months, unless prior arrangements are made with the Director of Public Works. If restoration must be completed by the Village of West Salem, all such costs of repairs will be billed to Applicant.

Company performing street right-of-way and/or sidewalk excavation and repair shall submit proof of insurance as required by Village of West Salem. Prior to commencement of excavation work, permittee shall furnish the Director of Public Works or the Village Administrator an indemnity bond in the sum of Six Thousand ($6,000.00) Dollars conditioned that the Contractor or the Permittee must furnish written evidence of public liability insurance of not less than $1,000,000.00 for one person, $3,000,000.00 for one accident, and property damage insurance of not less than $1,000,000.00.
This Permit is enforced by Village Ordinance No. 5.05 Street and Sidewalk Excavations.

PERMITTEE MUST CLEAN UP AND SWEEP UP ALL MUD, DIRT, SAND AND ANY OTHER MATERIALS FROM ALL STREETS AND SIDEWALKS AT THE END OF EACH WORK DAY PRIOR TO LEAVING THE JOB SITE.

Permittee is fully responsible for any damage occurring within a thirty-foot (30') radius of the outer limits of the excavation area, including damage to utilities, infrastructure, or property owned by the Village of West Salem. All repairs must be completed in accordance with current Village standards. Any new infrastructure installed as part of the permitted work must include a full warranty for a period of ten (10) years. Permittee is also responsible for all issues arising from the excavation, including pre-existing damage, unless such conditions have been specifically documented prior to the start of work.

Permittee will fill-up and place in good condition, all excavations and openings made in the street or any street right-of-way or sidewalk and will replace and restore the pavement over any openings it may make as near as can be to the state and condition in which it was found, and shall keep and maintain the same in such condition, normal wear and tear expected, to the satisfaction of the Village of West Salem for a period of five (5) years.

The applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions listed on and attached to this form. Permit applications may be revoked or suspended for not complying with the provisions. Approval may take up to ten (10) business days to complete. **PERMIT WILL EXPIRE NINETY (90) DAYS AFTER DATE OF ISSUANCE.**

PLEASE ATTACH, OR USE SPACE BELOW, A DRAWING OF EXCAVATION SITE WORK TO BE PERMITTED:

_____ _____
Signature of authorized representative/title Date

_____ _____
Permit approved and issued by Date

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FOR OFFICE USE ONLY:
Permit Fee Paid: $_____ Date:_____ Proof of Insurance Received:_____