

CONSTRUCTION PERMIT IN THE PUBLIC RIGHT-OF -WAY
SECTION 5.08(1), DEERFIELD VILLAGE CODE

Permitting Authority: Village of Deerfield/Deerfield Water Utility Permit Number: CP-20 _____ (Year - #)

APPLICATION

Applicant's Name: _____
Address: _____ State _____ Zip _____
Address of Project: _____
Telephone Number (Office/Home): _____
Detailed Description of Construction, (Attach plans if available or if required by Permitting Authority): _____

This project will affect (check all that apply) curb and gutter _____, driveway approach _____,
sidewalk _____, terrace way _____, other public-right-if-way item _____.

Estimated Starting Date: _____
Estimated Restoration Date: _____

Reimbursement claims must be made prior to eighteen (18) months of the date of issuance of the permit or bond amount will be forfeited to the village.

The Applicant, by signing this application, acknowledges that they have read and understand the **PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE**, and agrees that the permitted work shall comply with all permit provisions and conditions listed herein, any special provisions listed or attached hereto, and any and all plans, details, or notes attached hereto and made a part of hereof.

By: _____ Date _____
Signature of Authorized Representative of Project

Print Name and Title

SPECIAL PROVISIONS _____

APPROVAL

The foregoing application is hereby approved and a permit is issued by the Permitting Authority subject to full compliance by the Applicant with all provisions and conditions stated therein and all attachments hereto and subject to the following:

1. Restoration on or before: _____
2. Payment of permit fee (\$75.00) _____
3. Posting of bond in the following amount * \$2,000.00 _____ or/and issued by the following surety company: _____
4. Check or Other: _____

Signature of Authorized Representative of Permitting Authority

Print Name and Title of Authorized Representative

*Bond amount is set by resolution. Current bond amount of \$2,000 -Resolution 2005-16.

PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE

Pursuant to Wisconsin Statutes, this permit is granted to allow the specific work described herein. The following standard provisions and any included special provisions shall govern:

1. The Applicant agrees to indemnify and hold harmless the Permitting Authority, its employees and its agents, from any cost, claim, suit, liability and/or award which might come, be brought, or be assessed, because of the issuance or exercise of this permit, or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Applicant. 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.
2. The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the highway, sidewalk, curb and gutter, driveway approach, terrace way or any public-right-of-way 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.
3. 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 Permitting Authority has granted permission for a detour. Wherever the pavement is opened, the spoil shall be hauled away and the trench shall be backfilled with sand or gravel and compacted in layers. The pavement removed for road crossing shall be replaced as per the Permitting Authority specifications.
4. When one-way traffic or detour is used, the Applicant shall provide **ALL NECESSARY SIGNS, FLAGMAN AND LIGHTS** required according to the "Manual on Uniform Traffic Control Devices." When a detour is allowed, the Village of Deerfield newspapers shall be notified by the Applicant in advance of the work being started.
4. The riser portion of existing curb and gutter may be saw cut and removed for driveway access purposes as shown in Figure 1 (attached). The saw cut and curb riser removal shall be performed in a workman-like manner and may be subject to approval by the director of public works. If the director of public works deems the work unacceptable, he/she shall specify proper course of corrective action to be completed by the owner(s) at their expense.

Removal of the riser portion of existing curb and gutter other than by the specified saw cut method shall not be allowed.

The alternative procedure for driveway curb cut installation shall be the removal and replacement of the entire existing curb and gutter section with a driveway section of curb and gutter installed in conformance with the construction standards required by Village of Deerfield Ordinances. Such installations shall be subject to approval by the Village Engineer or the Director of Public Works.

5. All disturbed areas shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or its representative. Access to all private drives and public street intersections shall be maintained, and all disturbed areas completely restored. Clean-up of any removed material is the responsibility of the Applicant.
6. 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 and ordinances.
8. A copy of this approval, along with any plans and special provisions, shall be available on the job site.
9. Upon completion of the work the Applicant shall file a written notice with the Permitting Authority by submitting the Request for Reimbursement form with the Village. Forms can be sent to the Village of Deerfield, P.O. Box 66, Deerfield, WI 53531, or faxed to (608) 764-5807. Reimbursement claims must be made prior to eighteen (18) months of the date of issuance of the permit or bond amount will be forfeited to the village.
10. Within 30 working days of notice, the Applicant shall reimburse the Permitting Authority for all costs incurred by it in inspecting the authorized work.
11. The first inspection request is included in the permitting fee, subsequent inspection is subject to an additional fee, currently \$75.00, as set by resolution of the Village Board, and will be deducted from the bond amount.
12. **SPECIFICATIONS: New and replacement driveway approaches and sidewalks must be 6" thick concrete. Curb stops cannot be covered, and if located in a driveway, need to be sleeved.**
13. **Residential Driveways shall be at least ten (10) feet wide at the property lines, but shall not exceed twenty-four (24) feet at the property line and thirty (30) feet at the curb opening.**
14. **Contractors should call Public Works (John) at 608-764-5497, to have forms for the driveway/sidewalk pour inspected 24 hours prior to pour.**

**REQUEST FOR REIMBURSEMENT OF BOND
FOR PUBLIC-RIGHT OF WAY CONSTRUCTION PERMIT
Village of Deerfield**

****Required to be filled out before reimbursement request will be considered. This must be made prior to eighteen (18) months of the date of issuance of the permit or bond amount will be forfeited to the village.****

Date Review Request Submitted: _____ Permit Number CP-20 (Year - #)

*Name of Applicant Requesting Review by Permitting Authority: _____

*Phone Number of Applicant: _____

*Address of Property for Review: _____ LOT# _____

***APPLICANT NAME AND ADDRESS TO SEND REIMBURSEMENT**

FOR OFFICE USE ONLY

Public Works Phone is 608-764-5497.

Condition of Inspection:	<u>Inspection #1</u>	<u>Inspection #2</u>	<u>Inspection #3</u>
	Date	Date	Date
Sidewalk:	Pass / Fail _____	Pass / Fail _____	Pass / Fail _____
Curb & Gutter:	Pass / Fail _____	Pass / Fail _____	Pass / Fail _____
Driveway Approach:	Pass / Fail _____	Pass / Fail _____	Pass / Fail _____
Terrace Way:	Pass / Fail _____	Pass / Fail _____	Pass / Fail _____
Other/Finished Grade:	Pass / Fail _____	Pass / Fail _____	Pass / Fail _____

Recommendations for follow-up: _____

APPROVAL OF REVIEW

I, _____, hereby state that I have inspected the above property as it relates to the Construction Permit in the Public Right-of-Way, and approve said construction and authorize the reimbursement of the bond/deposit..

Signature of Authorized Representative from Permitting Authority:

Date of Authorization: _____

Amount Reimbursed \$ _____ Check # _____ Date Check Issued _____