

## Permit to Excavate in the Right-of-Way

Town of Brooklyn - Green County, Wisconsin

400 W. Main Street; Brooklyn, WI 53521

608-455-6411

clerk@brooklynwisconsin.org

Date of application: \_\_\_\_\_

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Address/Location

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Applicant's Name

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Address

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Phone

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Contractor's Name (N/A if same as above)

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Address

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Phone

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Primary Contact Person

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Phone

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Email

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Secondary Contact Person

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Phone

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Email

### TYPE OF WORK (Circle all applicable)

**Facility Type:** Gas      Electric      Telephone      Other \_\_\_\_\_

**Category:**                      Main      Service      Other \_\_\_\_\_

**Activity:**      Install New      Repair      Abandon      Other \_\_\_\_\_

**Method:**      Bore      Open Trench                      Other \_\_\_\_\_

**Restoration:**      Asphalt      Concrete      Seed      Other \_\_\_\_\_

Time Period Requested: \_\_\_\_\_ through \_\_\_\_\_  
   Beginning Date                                      Ending Date

Permit Number (assigned by Town Clerk): \_\_\_\_\_

*See Notes and Additional Permit Requirements on Back*

**PERMIT PROVISIONS:**

1. All methods and materials shall conform to Town of Brooklyn “Method of Restoration” located in Town Ordinance 1.2.
2. Applicant shall indemnify the Town from any and all damages, costs, and injuries that may be incurred by the execution of the work.
3. The Town may make such investigations as it deems necessary to determine the ability of Applicant to perform the work. The Town reserves the right to deny a permit to any Applicant that fails to satisfy the Town that such Applicant has the ability to complete the work.
4. Traffic Control shall be provided by Applicant in accordance with part VI of the Manual on Uniform Traffic Control Devices (MUTCD), published by the Federal Highway Administration, latest revision.
5. If work will require street closing, Applicant must notify Town 48 hours in advance.
6. Erosion control will be required at Town inspector’s discretion, to be discussed upon receipt of application.
7. Applicant shall notify the Town Clerk at least three (3) working days prior to commencement of the work.
8. Applicant shall notify the Town Clerk at least two (2) full working days prior to placing concrete or asphalt.
9. All open trenches across highway shall be steel plated at the end of each day's work.
10. Utility trenches shall be properly backfilled.
11. Pavement patches shall be replaced according to Town ordinance 1.2. When hot mix asphalt is not available, Applicant shall provide a temporary pavement patch, to be replaced with hot mix asphalt by June 15 of the following year.
12. All required restoration shall be completed within two (2) weeks of closing of the excavation.
13. If the work covered by this permit is not completed within the allowed time, the Town may, at its option, complete the work and invoice Applicant for all costs involved.
14. All work covered by this permit shall be guaranteed by Applicant for a period of one (1) year from the ending date of the permit.

Signature of Applicant	Print Name	Date

Approved by Town of Brooklyn Board	Date

<b>Required Inspections:</b>			
Type	Inspected By	Approved (Date)	Comments

## **INSTRUCTIONS – PERMIT TO EXCAVATE IN THE RIGHT-OF-WAY**

Fill out **Permit to Excavate in the Right-of-Way** for following types of activities:

- Work within the right-of-way that disturbs any paved area (street, sidewalk, driveway, curb).
- Work within the right-of-way that disturbs any amount of shoulder or ditch.

Permit application must include an attached drawing of work to be done. Drawing shall show, at a minimum, location of work in relation to rights-of-way, intersection limits, existing utilities, etc.

Applicant is responsible for compliance with all permit provisions.

Applicable Town of Brooklyn Ordinance 1.2 available online at [townofbrooklyn.org](http://townofbrooklyn.org).