

TOWN OF BURKE

5365 Reiner Road, Madison, WI 53718 • (608) 825-8420 • TownofBurke.com
Email Permit to PublicWorks@TownofBurke.com and Clerk@TownofBurke.com

PERMIT TO WORK IN TOWN ROAD RIGHT-OF-WAY

Permit is required and shall be issued in accordance with Wisconsin Statutes 82.03(1)-(6), 82.50, 83.027 & 86.16.

APPLICANT INFORMATION

COMPANY NAME	CONTACT NAME
EMAIL	PHONE
COMPANY MAILING ADDRESS	

CONTRACTOR INFORMATION (if different than applicant)

COMPANY NAME	CONTACT NAME
EMAIL	PHONE
COMPANY MAILING ADDRESS	

WORK INFORMATION

STREET ADDRESS OF WORK		PURPOSE OF WORK	
DESCRIPTION OF WORK			
START DATE	END DATE	DATE AREA WILL BE RESTORED	WILL PAVEMENT BE DISTURBED? Insurance Required YES NO

APPLICATION REQUIREMENTS

<input type="checkbox"/> Completed permit application with \$250 application fee
<input type="checkbox"/> Plans for work proposed including specific depth, method of excavation and provisions of restoration
<input type="checkbox"/> Proof of insurance (if opening pavement): Public liability not less than \$500,000/person; \$500,000/accident and property damage coverage not less than \$500,000 with Town of Burke named as additional insured.
No street opening permitted when ground is frozen except where deemed necessary by Town Clerk or DPW Staff.

Applicant acknowledges receipt of and agrees to comply with Town ordinances regarding driveway and culvert installation and agrees to pay all fines imposed for violation of such. Applicant acknowledges that deposit or surety bond may be required to guarantee restoration work for two years. Applicant will be notified prior to permit issuance if deposit or bond is required. Applicant agrees to fill all openings and restore pavement to the condition prior to the opening to the satisfaction of the Public Works Department for a period of two years. Applicant acknowledges that failure to correct faulty work or materials or to remove erosion control measures will result in a one year revocation of right to obtain a street opening permit from the Town. Applicant agrees that upon notice of faulty work or materials, failure to remove erosion control measures or failure of restoration work within two years, the applicant will make necessary corrections and if the applicant fails to do so the Town shall make the repairs and applicant shall pay all costs including labor, materials, equipment use and a 20% administrative fee. Applicant agrees work is performed at own risk and indemnifies Town of Burke against all losses, damages, expenses, and liability for accidents and damage caused by the work covered by this permit.

APPLICANT SIGNATURE: _____ DATE: _____

OFFICE USE:

PUBLIC WORKS APPROVAL:	DATE:	FEE RECEIVED DATE: _____ CASH / CARD / CHECK # _____
CLERK'S OFFICE APPROVAL BY:	DATE:	INSURANCE CERT RECEIVED DATE: