



City Of Madison

Street Occupancy Permit

Date / /

Expiration Date / /

Street Address of Job Site _____

Length of Occupancy Requested ft **Width** of Occupancy Requested ft **Number** of Days Requested

Type of Occupancy Requested Sidewalk Street Terrace **Use of Occupancy** _____

Company Name
Address
Telephone Number
Signature of Applicant
Insurance Company
Expiration Date of Insurance Policy

- | | Yes | No | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | An alternate sidewalk is available for pedestrians. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bulk materials will be placed on the sidewalk (example sand or gravel). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Heavy equipment will be driven over the curb or sidewalk. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material will be hoisted over public sidewalk. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Max. height above sidewalk work will be done <u> </u> ft |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Excavation will take place next to the street or sidewalk (depth) <u> </u> ft |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Excavation will take place within 15' of a terrace tree. |

Sketch



Special Requirement for Occupancy

- "Sidewalk Closed Use other Side" signs are required at each end of the block.
- "No Parking Anytime" signs are required along the occupancy area at the street.
- Parking Meter hoods must be purchased from the Madison Parking Utility for all meters affected by this occupancy.
- Reflective yellow sheeting or steady burn lights are required on each corner of a dumpster / obstruction that is located in the street.
- Corner vision clearances are to be maintained.
- No work will be done between the following hours:

- Illuminated covered walkways are required.
- Contact the Forestry Dept. prior to excavation for required permits.
- Other: _____
- Erosion Control Plan required.
- Install barrier around excavation.

General Requirements of and for Street Occupancy

- a. Walking surfaces must be kept clean and smooth
- b. Keep pedestrians protected from construction in your immediate area
- c. Construction machinery, equipment and vehicles loading or unloading is permitted
- d. Parking is prohibited within the occupancy.
- e. All signing, barricading and electric arrow boards shall be placed in conformance with the Federal Highway Administrations manual on "Uniform Traffic Control Devices" and City of Madison standards.

FOR OFFICE USE ONLY

Approval by **Traffic Engineering**

By _____

Approval by **Board of Public Works**

By _____

Issued by **Neighborhood Preservation & Inspection Division**

By _____

Permit Fee \$ _____

A COPY OF THIS PERMIT MUST BE ON THE JOB SITE AT ALL TIMES