



**CITY OF EVANSVILLE**  
**Right of Way Temporary Placement Permit**

City Hall  
31 S. Madison St  
PO Box 529  
Evansville, WI 53536

Ordinance Section 106.161 - Section 106.163

*This permit shall license the obstruction, encroachment, occupation or physical encumbrance of the parking area of any street, highway, alley, and sidewalk, except federal or state highways, for a period of no more than 30 days. There are no limits on renewals but renewals are required after 30 days. This permit shall be issued by the City Clerk after receiving approval from the Evansville Municipal Services Department.*

The fee is currently zero dollars (\$0.00) plus the costs for mailing notices, if required.

**Contractor**

**Owner**

Name			Name		
Address			Address		
City	State	Zip	City	State	Zip
Phone #'s			Phone #'s		

Please describe the purpose for the permit:

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Please describe the area to be closed:

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Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

**Requirements**

- A temporary obstruction shall cover only that portion of the public grounds as set forth in the permit.
- The obstructions shall be adequately barricaded and lighted so as to be in full view of the public from all directions.
- If sidewalk use by pedestrians is interrupted, temporary sidewalks, guarded by a fence or other structure, may be required during the period of occupancy.
- The process of moving any building or structure shall be as continuous as practicable until completed, and if ordered by the Municipal Services Superintendent or designee, shall continue during all hours of the day and night.
- No building or structure shall remain overnight on any street-crossing or intersection or where it prevents access to any building by emergency vehicles.
- Upon termination of the work necessitating such obstruction, all parts of the public grounds occupied under the permit shall be vacated, cleaned of all rubbish and obstructions; restored to a condition reasonably similar to that prior to the permittee's occupancy, but in all cases placed in a safe condition for use by the public, at the expense of the permittee.

**Hold Harmless**

The applicant agrees to indemnify, defend and hold the city and its employees and agents harmless against all claims, liability, loss, damage or expense asserted against or incurred by the city on account of any injury or death of any person or damage to any property caused by or resulting from the activities for which the license is granted. As evidence of the applicant’s ability to perform the conditions of the license, the public safety committee may require the applicant to furnish a certificate of comprehensive general liability insurance with the city and its employees and agents as an additional insured. The insurance shall include coverage for a contractual liability with minimum limits in an amount as required by the public safety committee. The certificate of insurance shall provide 30 days written notice to the city upon cancellation, non-renewal or material change in policy.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Cancellation**

The city, through its police department or other agents, may terminate, without prior notice, any use authorized by a street use license if the health, safety or welfare of the public appears to be endangered by activities generated by or associated with the use or if there are activities that violate any condition specified by the public safety committee when authorizing the issuance of the street use license.

Municipal Department Review on \_\_\_/\_\_\_/\_\_\_ Recommended: Yes \_\_\_ No \_\_\_

\_\_\_\_\_  
City Clerk Office Approval

\_\_\_\_\_  
Date