



VILLAGE OF BELLEVUE  
2828 ALLOUEZ AVE,  
GREEN BAY, WI 54311  
920-468-5225 / FAX 920-965-1699

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Village ROW Permit #

**Commercial Building- Right of Way Permit Application  
Curb Cut / Sewer Lateral / Water Lateral / Storm Lateral**

**APPLICANT / CONTRACTOR INFORMATION**

Owner Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ 24 Hr Contact No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Plans Submitted:  Yes  No Plans Prepared by: \_\_\_\_\_  
Construction Warranty Form Enclosed:  Yes  N/A  
(Required only if excavation in Street)  
Erosion Control Measures Planned:  Yes  No Certificate of Insurance against liability to 3rd parties on File with The Village of Bellevue:  Yes  No

**EXCAVATION / CONTRACTOR INFORMATION**

Contractor Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ 24 Hr Contact No.: \_\_\_\_\_ FAX No.: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

**LOCATION INFORMATION - Please include complete description of work area**

Street Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DESCRIPTION OF PROPOSED WORK - CHECK ALL THAT APPLY**

Install:  Water Lateral  Sanitary Lateral  Storm Lateral  Curb Cut/Drive

**ORIENTATION - CHECK ALL THAT APPLY**

Village ROW  County ROW  State ROW  Utility Easement

**ALL OTHER INFORMATION**

Estimated Starting Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_



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**INSPECTION WORK PERFORMED FEE PART (II) CHECK SINGLE BOX**

Inspection Fee for Curb Cut Only (Included in Application Fee)	<input type="checkbox"/>	<b>NO FEE</b>
Inspection Fee for Curb-Cut and/or Connecting to <u>Existing</u> Sanitary, Water, or Storm Laterals	<input type="checkbox"/>	<b>NO FEE</b>
Inspection Fee & Warranty Follow-up Inspection for Road/Street - Open-Cut/Boring Excavation within Impervious Areas	<input type="checkbox"/>	<b>\$750.00</b>

**FEE CALCULATION**

PART (I) PERMIT APPLICATION FEE      \$      50.00  
 PART (II) WORK PERFORMED FEE      \$ \_\_\_\_\_  
 TOTAL UTILITY PROJECT PERMIT FEE      \$ \_\_\_\_\_      Receipt # \_\_\_\_\_

**SIGNATURES**

The applicant agrees that the permitted work shall comply with all permit provisions and conditions of the Utility Accommodation Policy in effect at the time of this application, and with any special provisions listed below or attached hereto, and any plans, details, or notes attached hereto and made a part thereof.

By signing, the applicant hereby accepts responsibility for the project.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Municipal Representative: \_\_\_\_\_

Title of Municipal Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**VILLAGE COMMENTS AND SPECIAL PROVISIONS**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Submit Completed Application to:  
 E-mail to: [gpotts@villageofbellevue.org](mailto:gpotts@villageofbellevue.org)  
 or FAX to: 920-965-1699  
 or Mail to: Village of Bellevue  
 2828 Allouez Ave  
 Green Bay, WI 54311



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**FIVE-YEAR WARRANTY AGREEMENT**

(Required for any Open Cut/Boring Excavations within the Actual Road Surface)

**RECIPIENT'S INFORMATIONS**

**SEND TO:** VILLAGE OF BELLEVUE  
 Attn: Public Works  
 2828 Allouez Ave  
 Green Bay, WI 54311

E-mail: [gpotts@villageofbellevue.org](mailto:gpotts@villageofbellevue.org)  
 Phone: 920-593-5518  
 FAX: 920-965-1699

**APPLICANTS INFORMATION**

Owner's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Emergency Contact Number: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**CONTRACTOR PERFORMING WORK**

Company Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Emergency Contact Number: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**INFORMATION OF WORK TYPE AND LOCATION**

Street Address / Location Description: \_\_\_\_\_  
 Complete Description of Work Conducted: \_\_\_\_\_

**SIGNATURES**

As the permit applicant listed above, I hereby agree to accept the financial responsibility for the maintenance of the designated utility work associated with the project (utility work, roadway, sidewalk, curb) on or along the above mentioned Municipal road, for the period of five (5) years, from the restoration/final acceptance date of the project completion certificate. Lawn restoration and landscaping shall be a two (2) year warranty. The warranty begins on the date of the acceptance by the Municipality. In an Emergency situation, if the Municipality notifies you of a maintenance problem, and it is not resolved in a timely manner, the Municipality will perform the maintenance on the project and all costs would then be billed to the owner of the facilities.

Signature of Permit Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

**FOR VILLAGE OFFICE USE ONLY**

**NOTIFICATION OF RECEIPT**

Signature of Municipal Representative: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_