

CITY ENGINEER'S OFFICE
CIVIC CENTER COMPLEX, ROOM 321
1 N.W. MARTIN LUTHER KING JR. BLVD.
EVANSVILLE, IN 47708
812-436-4990

REVISED JUNE 27 2019

PERMIT NUMBER



Permit Application

PLEASE CHECK ALL THAT APPLY:

ENCROACHMENT

STREET CUT

CONSTRUCTION

- **ENCROACHMENT PERMIT - NEEDED WHEN A PERMANENT STRUCTURE OR OBJECT IS LOCATED IN THE CITY RIGHT-OF-WAY**
- **STREET CUT PERMIT - NEEDED WHEN A STREET OR ALLEY WITHIN THE PUBLIC RIGHT-OF-WAY IS BEING CUT**
- **CONSTRUCTION PERMIT - NEEDED WHEN CONSTRUCTING A DRIVEWAY, SIDEWALK, OR CURB, OR PERFORMING CONSTRUCTION ACTIVITIES WITHIN THE CITY RIGHT-OF-WAY, OR FOR DRAINAGE**

APPLICANT INFORMATION

Name: _____

Email: _____

Phone: _____

CONTRACTOR INFORMATION

Name: _____

Email: _____

Phone: _____

WORK LOCATION OR DESCRIPTION OF LOCATION

ADDRESS: _____

DESCRIPTION OF WORK LOCATION:

DESCRIPTION OF ENCROACHMENT

(ONLY FILL OUT IF YOU ARE FILING FOR AN ENCROACHMENT PERMIT)

DESCRIPTION OF STREET CUT

(ONLY FILL OUT IF YOU ARE FILING FOR A STREET CUT PERMIT)

DESCRIPTION OF CONSTRUCTION

(ONLY FILL OUT IF YOU ARE FILING FOR A CONSTRUCTION PERMIT)

ADDITIONAL COMMENTS/STIPULATIONS IMPOSED

TERMS AND CONDITIONS:

1. DETAILED DRAWINGS ARE TO BE INCLUDED WITH EACH APPLICATION.
2. ALL IMPROVEMENTS OR FACILITIES SHALL BE INSTALLED ACCORDING TO CITY STANDARDS, SPECIFICATIONS, AND MUNICIPAL CODES, INCLUDING CHAPTER 12.05 OF THE EVANSVILLE MUNICIPAL CODE. ADDITIONALLY, APPLICANT SHALL COMPLY WITH ANY FURTHER CONDITIONS SET FORTH BY THE CITY ENGINEER'S OFFICE OR BOARD OF PUBLIC WORKS.
 - a. FAILURE TO COMPLY WITH THE CITY STANDARDS, SPECIFICATIONS, AND MUNICIPAL CODES, SPECIFICALLY CHAPTER 12.05 OF THE EVANSVILLE MUNICIPAL CODE, SUBJECTS THE APPLICANT TO THE PENALTIES SET FORTH IN 12.05.560 OF THE EVANSVILLE MUNICIPAL CODE.
3. THE APPLICANT IS RESPONSIBLE TO LOCATE ALL UTILITIES BY CALLING 811 OR 800-382-5544 AT LEAST TWO DAYS BEFORE ANY EXCAVATION.
4. UPON COMPLETION OF THE WORK ALLOWED UNDER THIS PERMIT, THE AREA SHALL BE RESTORED TO THE ORIGINAL CONDITION OR IMPROVED UNLESS OTHERWISE STATED BY THE CITY ENGINEER'S OFFICE.
5. THE APPLICANT AGREES TO REIMBURSE THE CITY FOR ANY EXPENSE CAUSED BY SETTLING AFTER INSTALLATION OR ANY OTHER DAMAGE CAUSED TO THE ROADWAY, CURB, SIDEWALK OR ANY OTHER INFRASTRUCTURE WITHIN THE CITY RIGHT-OF-WAY AS A RESULT OF THE WORK PERFORMED UNDER THIS PERMIT.
6. IT IS UNDERSTOOD THAT ANY PERMIT GRANTED BY VIRTUE OF THIS REQUEST IS REVOCABLE AT THE PLEASURE OF THE CITY AT ANY TIME AND FOR ANY REASON.
7. THE APPLICANT AGREES TO INDEMNIFY AND HOLD THE CITY HARMLESS FOR ANY AND ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES INCLUDING ATTORNEYS' FEES FOR ALL ACTIONS PERMITTED AND/OR ARISING FROM THE ISSUANCE OR REVOCATION OF THIS PERMIT. THE UNDERSIGNED ASSUMES ALL OBLIGATIONS FOR THE PROPER MAINTENANCE OF ANY FACILITY OR IMPROVEMENT TO BE INSTALLED AND AGREES TO INDEMNIFY AND HOLD THE CITY HARMLESS IN THE CONSTRUCTION, OPERATION AND MAINTENANCE THEREOF.
8. TRAFFIC CONTROL FOR CONSTRUCTION AND MAINTENANCE ACTIVITIES IN THE RIGHT-OF-WAY SHALL CONFORM TO AND BE IN ACCORDANCE WITH THE INDIANA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES
9. CONTACT THE BOARD OF PUBLIC SAFETY ONE WEEK PRIOR TO ANY ROAD CLOSURES OR ANY LANE RESTRICTIONS.
10. APPLICANTS ARE RESPONSIBLE TO OBTAIN ANY OTHER NECESSARY APPROVALS INCLUDING, BUT NOT LIMITED TO, THE BOARD OF PUBLIC SAFETY, STATE AND FEDERAL PERMITS.

PLEASE NOTIFY THE CITY ENGINEER'S OFFICE 24 HOURS IN ADVANCE FOR PRE- AND POST-POUR INSPECTIONS OF SIDEWALKS, DRIVEWAYS OR CURB RAMPS, OR TO BACKFILL FOR DRAINAGE FACILITIES, STREET CUTS, OR ANY OTHER IMPROVEMENTS.

I HEREBY ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD, AND AGREE TO ALL TERMS AND CONDITIONS OF THIS APPLICATION.

APPLICANT: _____

DATE: _____

REVIEWED BY:

CITY ENGINEERING OFFICE: _____

DATE: _____

APPROVED BY:

BOARD OF PUBLIC WORKS: _____

DATE: _____