

City of Monroe Application for Permit

Requirements: Open Street Include Sketch of Work Area **Open Terrace** Pre-approved by Water Dept. **Open Sidewalk** Pre-approved by Wastewater Dept. **Bore Under Street/Terrace/Sidewalk** Obtain copy and abide by city specs for utility cut, removal, and restoration Repair/Replace Sewer Lateral/Main Abide by state manual on sewer connections Repair/Replace Water Lateral/Main Barricades, must be lighted for overnight use ☐ Install New Sewer Lateral Contact Digger's Hotline Install New Water Lateral Install New Gas Main/Repair Gas Line Insurance ☐ Install Water Monitoring Well \$150.00 St. opening fee ☐ Install Storm Sewer If new construction for sewer connection will be billed for fees Repair Storm Sewer Repairs/Restore area to original condition. Where_ When _ Monitoring wells must be flush-mounted Why Plumber Name ____ Excavator _ ************* ************** ☐ Cut Curb Requirements: Widen Existing Drive Approach Barricades with lights if anything left torn up Add Additional Drive Approach after dark ☐ Install New Drive Approach Approval & grade staked by Engineering Dept. Obtain Copy & Abide by City Standard ☐ Remove & Replace Drive Appr. Specifications for Sidewalk & Ramp ☐ Remove & Replace Sidewalk Construction **Install New Sidewalk** Person or Contractor performing work needs Where approval by Engineering Dept. When Sketch of Proposed Project Why Contractor___ Must Install concrete sidewalk squares if installing blacktop drive approach Contact Digger's Hotline ************ ************* Requirements: ☐ Place Material in Street Barricades, must be lighted for overnight use ☐ Place Materials on Terrace Safety Cones Place Materials on Sidewalk Where_ Provide for Erosion Control When _ Responsible to Clean/Restore Area to Original Why Type of Material_ ************ ************** Blocking/Closures for auctions & special events should be Reauirements: referred to the Public Safety Committee Insurance Certificate Naming City of Monroe **Close Street Completely to Traffic** Additional Insured for \$1,000,000 required for ☐ Block Lane of Traffic closing all or part of street ☐ Bock Sidewalk Barricades, must be lighted for overnight use ☐ Block Parking Stalls Detour Plan/Traffic Control Plan approved by **Block Terrace** Police Dept. Where_ Assure access for emergency vehicles & When adjoining property owners Why . Provide for own traffic control & road closed Post "sidewalk closed" sign Must have flag person unless they can assure $2\,$ way traffic flow ************ ************ ☐ Remove Tree in Terrace Requirements: ☐ Trim Tree in Terrace Approval by City Forrester **Plant Tree in Terrace** Insurance Certificate Naming City of Monroe Where_ Additional Insured for \$1,000,000 When _____ Stumps to be Removed by Approved Method Why _ Terrace Repaired and Reseeded Contractor?___ Digger's Hotline contacted

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☐ Use Crane or Lift Over Sidewalk	Requirements:
Where	☐ Completely barricade off area to pedestrian
When	traffic
Why Contractor?	☐ Post "sidewalk closed" sign
Contractor?	☐ Tunnel Walkway for long term projects
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	Requirements:
☐ Move Building Through Streets	☐ Insurance Certificate Naming City of Monroe
	Additional Insured for \$1,000,000
☐ Move Oversize Equipment through Streets Where	☐ Utility Companies Contacted to Move Lines that
When	may be in Way
Why	☐ Copy of route to be provided
Why Contractor?	☐ Traffic Control/Detour Plan approved by Police
	Dept.
************	***************
	Requirements:
☐ Install awning over sidewalk	☐ Must be 7' clearance from any projecting point to
☐ Install sign protruding over sidewalk	the public sidewalk
Where	☐ Execute "sign" agreement with City
When	
Why	
************	***************
	Requirements:
☐ Perform Blasting	☐ Insurance Certificate Naming City of Monroe
Where	Additional Insured for \$1,000,000
When	☐ Must provide copy of State License
Why	☐ Notify Police and Fire Depts.
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	Requirements:
☐ Place Dumpster in Street	☐ 2 Barricades with lights
Where	☐ Snow removal around dumpster
When	
Why	
**************	*************
	Requirements:
Other	
Where	
When	
Why	
ADDITIONAL COMMENTS &	
REQUIREMENTS/EXPLANATION:	
Work to be Performed By:	For Property Owner
I/We hereby agree to abide by all checked requirements and to keep, save	
costs suits, actions, judgments, and executions that shall or may at any tir the granting or use of said permit and /or privilege.	the arise, come, or be brought against the City by reason of or through
I/We also hereby agree to abide by and conform to the ordinances, rules a	
4(C) and 11-1 and 11-4 of the Monroe City Code. In further consideration	on, I/We hereby agree to comply with all state and federal standards
governing safety and safe work place practices for both general industry	and construction.
Date:	This Permit will be effective on
Submitted by:	through
Mailing Address:	unougn
City/State/Zip:	
Phone #:	Approved:
	
Applicant Signature	City Clerk/Deputy Clerk
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