



CURB CUT PERMIT

***To be accompanied by plans showing the location and width of the curb cut**

**ENGINEERING DEPARTMENT
(920) 262-4060**

OFFICE USE ONLY
Date: _____
Cash/Check #: _____
Receipt # _____
Received by: _____

Address of Curb Cut: _____ Date _____

Applicant Name: _____ Applicant Phone: _____

1) This curb cut application is for the request of a (please check which of the following applies):

_____ Driveway Approach - \$55 Fee _____ Sump Pump Discharge - \$25 Fee

2) The curb cut is proposed to be completed by:

_____ The City of Watertown

_____ A contractor hired by the applicant (please complete the following information)

Contractor Name: _____

Contractor Email: _____

Contractor Phone: _____

Please note the following:

- 1) Applicant **must** contact the City of Watertown Engineering Department at (920) 262-4060 once the curb has been marked (with paint, sticks, etc.), **even if applicant is hiring their own contractor**. All proposed curb cuts must be inspected by Engineering Department staff PRIOR to cutting the curb.
- 2) If the Engineering Department is informed a curb has been marked but no markings exist at the time they arrive to inspect the curb, enforcement action may be taken.
- 3) If the curb is cut by applicant's contractor, the Engineering Department **must** be contacted no later than **three (3) days** after the curb cut has occurred to perform a final inspection of the cut.

The applicant stated above is hereby permitted to have the curb cut at the above-mentioned subject address and is permitted to use not more than one-third of the street adjacent to said property for the purpose of placing material, forms, machinery or other property to be used in the construction of said approach during the term of this permit. Said curb cut must be completed in accordance with the rules, regulations and specifications concerning said work as set forth by the City of Watertown.

During the progress of said work, applicant is responsible for ensuring sufficient barriers and lights are implemented and maintained to prevent any accident and shall be held liable for any damages incurred by failure to do so. Applicant is also liable for all damages caused by negligence or carelessness in the prosecution of said work inclusive of this permit.

Inspected by _____ Date _____

Comments _____