

# CITY OF DE PERE

## Engineering Division

925 S. Sixth Street, De Pere, WI | 920-339-4061 | [www.deperewi.gov/engineering](http://www.deperewi.gov/engineering)



### STREET CLOSURE PERMIT APPLICATION

Please complete the following information and return to the Department of Public Works, 925 S. Sixth St. or Police Department, 325 S. Broadway. Once the information is received, the permit will be reviewed. If approved, you will be sent a copy of the permit.

|                                                                                                                                |                |
|--------------------------------------------------------------------------------------------------------------------------------|----------------|
| _____<br>Applicant's Name                                                                                                      | _____<br>Date  |
| _____<br>Address                                                                                                               | _____<br>Email |
| _____<br>City/State                                                                                                            | _____<br>Phone |
| <input type="checkbox"/> Lane <input type="checkbox"/> Road <input type="checkbox"/> Parking Lane   Location of closure: _____ |                |
| Description of closure : _____                                                                                                 |                |
| On the following date/s _____ - _____                                                                                          |                |
| Between the hours of _____ and _____ <u>or</u> <input type="checkbox"/> for 24 hours a day.                                    |                |

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Applicant's Company and Title – please print

**Once signed by the Department of Public Works or by the Police Department, you are hereby granted lane closure at the above-mentioned location. Permission is subject to the following provisions:**

1. The lane/road closure takes place on the following date/s \_\_\_\_\_ - \_\_\_\_\_ and between the hours of \_\_\_\_\_ and \_\_\_\_\_ or ☐ for 24 hours a day.
2. You notify the De Pere Police @ 920-339-4078 and Fire @ 920-339-4085 when the work begins and ends.
3. You notify all adjacent property owners affected by the closure.
4. You comply with the City's noise ordinance requirements [(Ch. 146) online at [www.deperewi.gov](http://www.deperewi.gov)] which prohibit utility work exceeding noise limits between 10:00 pm and 7:00 a.m.
5. The street and sidewalk will be cleared of all debris resulting from your project.
6. The City is held harmless from any claims arising from injuries or damages caused by the permitted work.
7. Traffic control is conducted in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) to mark the closure.
8. A [Barricade](#) or [Cone](#) Lending form needs to be completed if they are necessary (non-contractors only). Please complete the form one week in advance, if possible. Contractors are to provide their own barricades. Call 920-339-4060 with questions.

☐ Approved   ☐ Denied

\_\_\_\_\_  
Scott Thoresen, P.E.  
Director of Public Works  
[sthoresen@deperewi.gov](mailto:sthoresen@deperewi.gov)

cc: Applicant  
Emailed to: PW Director, Street Superintendent, Fire Chief and Police Chief