



VILLAGE OF HARTLAND  
CURB CUT PERMIT

**\*\*\*NOTE: ALLOW UP TO TWO DAYS FOR DPW REVIEW.  
MUST HAVE PERMIT BEFORE STARTING WORK\*\*\***

- SHADED AREAS ARE FOR OFFICIAL USE -

Department of Public Works  
**\$75 PERMIT FEE**  
**\$1,000 BOND**

PERMIT EXPIRES IN  
\_\_\_\_\_ DAYS

PERMIT NUMBER: \_\_\_\_\_  
DATE: \_\_\_\_\_  
BOND: \_\_\_\_\_  
PERMIT FEE: \_\_\_\_\_  
TOTAL: \_\_\_\_\_  
RECEIPT NUMBER: \_\_\_\_\_

**WORK LOCATION: Address \_\_\_\_\_ Lot No. \_\_\_\_\_**

PROPERTY OWNER'S NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
PHONE NUMBER: HOME \_\_\_\_\_ WORK \_\_\_\_\_ MOBILE \_\_\_\_\_  
E-MAIL \_\_\_\_\_ FAX NO. \_\_\_\_\_

CONTRACTOR NAME \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
PHONE NUMBER: HOME \_\_\_\_\_ WORK \_\_\_\_\_ MOBILE \_\_\_\_\_  
E-MAIL \_\_\_\_\_ FAX NO. \_\_\_\_\_

DESCRIPTION OF WORK:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BONDING:**  
**\$1,000 Bond must be submitted at the time of application of this permit.**  
  
**Contractors who do numerous curb cut jobs in the Village throughout the year can submit an Annual Bond for the Village to keep on file.**

SEE ATTACHED FOR WORK REQUIREMENTS/SPECIAL PROVISIONS

This permit is granted on conditions that the Permittee will obey all Sections of the Village of Hartland Code of Ordinances and all specifications, rules and requirements of the Department of Public Works pertaining to this Permit and as noted below.

**BARRICADING:**

Any person installing, excavating, constructing, grading, filling, storing material, occupying a public right-of-way, or public place or doing any other repairing or improving in any public right-of-way or public place shall provide adequate barricades, lights and such other protective devices as may be necessary to warn the public of the condition of the area and to prevent injury to any person or property.

**OCCUPYING STREET:**

Materials occupying street shall be kept at least ten feet (10') away from any tree, valve box, manhole or catch basin. Materials and equipment shall be kept at least ten feet (10') away from fire hydrants, fifteen (15') away from crosswalks and in accordance with restrictions of the Code of Ordinances.

**DRAINAGE:**

Gutters and drainage ditches shall be kept open at all times and shall be restored to their original condition.

**BLOCKING ROADWAY:**

The blocking of the entire roadway is not permitted.

**REVOCAION OF PERMIT:**

The Director of Public Works or his representative reserves the right to revoke this permit at any time, if in their judgement, it is to the best interest of the Village of Hartland.

**DAMAGE TO STREET:**

Any damage to street surfacing as a result of the proposed work shall be repaired by sawcutting and removing the existing damaged pavement which shall be replaced in kind.

**IMPROPERLY SAWED CURB:**

If the Village determines that the curb was sawed improperly, the owner/contractor shall remedy by complete removal and replacement of the curb and gutter.

**OTHER**

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**GUARANTEE:**

(Damage of Village Property) The Permittee guarantees that he/she shall reimburse the Village of Hartland for all damages to any Village property resulting from his/her work operations and to hold the Village of Hartland harmless in case of any accident or on account of any damages, arising through the issuance of this permit, regardless of whether such damage or accident is done by himself, herself or their agents, employees or subcontractors. THE ACCEPTANCE OF THIS PERMIT BY THE PERMITEE CONSTITUTES AN ACKNOWLEDGEMENT AND ACCEPTANCE OF THE CONDITIONS AND REGULATIONS HEREIN NOTED.

\_\_\_\_\_  
Director of Public Works

\_\_\_\_\_  
Date

**MAKE CHECKS PAYABLE TO: VILLAGE OF HARTLAND**

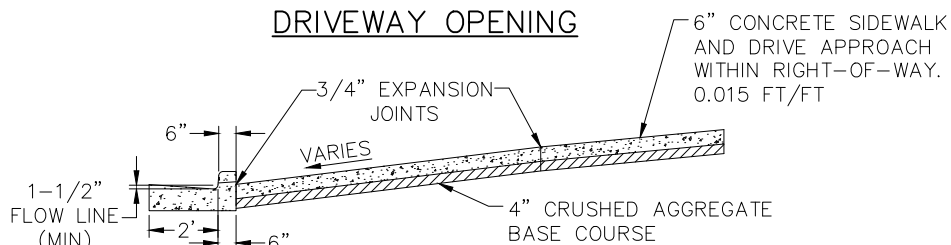
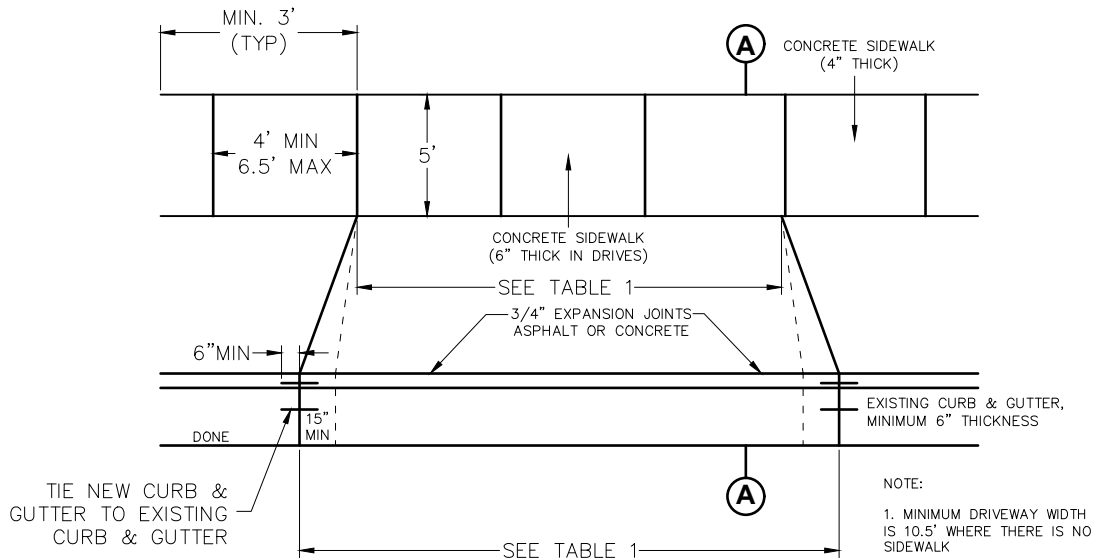
210 COTTONWOOD AVENUE  
HARTLAND, WI 53029  
(262) 367-2714

**VILLAGE OF HARTLAND  
DEPARTMENT OF PUBLIC WORKS**

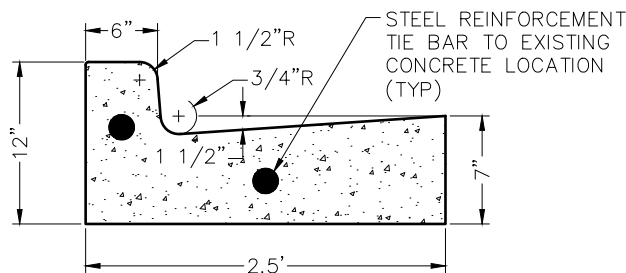
**REQUIREMENTS FOR CURB AND SIDEWALK REMOVAL AND REPLACEMENT**

1. Curb end tapers at curb shall be a minimum of 15 inches in length and at the end of curb sections shall be 3 feet in length.
2. Drive entrance widths at the curb shall be in accordance with the attached drawing.
3. Prior to pouring of concrete for the sidewalk, the Owner/Contractor shall contact the Village Department of Public Works, 262-367-4880, to request an inspection of the forms. The form installation shall be complete by the scheduled inspection time. Inspections shall be scheduled 24 hours in advance. In addition, the owner/contractor shall schedule a final inspection when all work is complete, including patching of any damaged asphalt.
4. There shall be no standing water in the excavation at the time of inspection or at the time of pouring concrete.
5. The bottom of the excavation shall be 4-inch minimum compacted granular material. Remove unsuitable subgrade material prior to placement.
6. The concrete shall be six bag mix.
7. Joints in the sidewalk shall be installed or saw cut at approximately 5-foot intervals. A one-half inch expansion joint shall be provided at one end. No longitudinal joints will be permitted in the gutter line.
8. No concrete shall be placed when the air temperature is less than 40 degrees Fahrenheit. Any owner/contractor pouring sidewalk during a time when it may be damaged by plowing/street salting operation, does so at their own risk and will be responsible for replacing damaged concrete if so directed by the Village.
9. The new sidewalk shall be protected and not driven on for seven days from the time of pour.
10. The entire construction area shall be adequately protected by barricades or cones.
11. All joints and sidewalk edges shall be tooled and all work done in a workmanship like manner.
12. Concrete Curb & Gutter replacement shall be tied into existing concrete with deformed tie bars. Curb replacement adjacent to catch basins shall not be tied in.
13. Minimum distance from sawcut to existing contraction joint in existing concrete Curb & Gutter shall be no less than 3-FT.

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**SECTION A-A**



**TYPICAL CURB SECTION**

	WIDTH AT ROW	WIDTH AT ROAD
SINGLE/TWO FAMILY RESIDENTIAL	MAX 20'	MAX 26'
ALL OTHER DISTRICTS	MAX 25'	MAX 32'

**TABLE 1 – DRIVEWAY WIDTH**

- NOTE:
1. IN AREAS WHERE CURB IS MOUNTABLE, DRIVEWAYS TO MATCH TOP OF CURB.
  2. DRIVEWAY OR SIDEWALK BEING INSTALLED SHALL NOT BE LOCATED WITHIN 5 FT HORIZONTALLY FROM SEWER MANHOLE, WATER VALVE BOX, CURB STOP BOX, STORM INLET/CATCH BASIN OR FIRE HYDRANT.
  3. DEFORMED TIE BARS SHALL FOLLOW STATE SPECIFICATION 505. NO.4 BARS, 30" INCHES IN LENGTH. BARS SHALL BE CENTERED FROM EDGES OF CONCRETE.

**VILLAGE OF HARTLAND  
 CURB, DRIVEWAY AND SIDEWALK REMOVAL DETAIL**

PV-06 48

NO SCALE

**EXHIBIT PV-06**