



**REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION**

**City of La Crosse Engineering Department**

Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

Property Owner: Kwik Trip, Inc. Attn: Peter Sinnett  
Address: 1626 Oak Street City: La Crosse State: WI Zip: 54603  
Phone # Kwik Trip, Inc. Email Address psinnett@kwiktrip.com

Application Preparer (if different from above) Jared LaRue  
Relationship with Owner: Construction Project Manager - Wieser Brothers General Contractor  
Phone # 507-895-8903 Email Address Jaredl@wieserbrothers.com

**Description of Proposed Encroachment:**

A portion of the new generator and pad will encroach the 24" ROW from back of curb by approximately 5". Protective pipe bollards on the street side of the generator will be located within the 24" ROW from back of curb.

**Encroachment Address(es):**

1626 Oak Street, La Crosse, WI 54603

**Benefiting Tax Parcel ID #(s):**

17-10285-080

I certify that I have reviewed the Municipal Code and understand all that is related to this permit request. I further certify that I have the full authority to make the foregoing application; the information in the application and the required submittals are complete and correct; the Work or Use performed shall comply with all the laws of the State of Wisconsin, and all ordinances, rules, regulations, policies and special conditions of the City of La Crosse. The applicant agrees to perform the work covered by an approved permit with diligence and convenience to the public.

Signature of Owner: *Peter Sinnett* Date: 4-20-26  
Print Name and Title: Peter Sinnett Maintenance Manager

Please return this completed application along with required information and fees noted on checklist below to: City of La Crosse, Engineering Department, 400 La Crosse Street, La Crosse, WI 54601. You will then be given notice of when your request will be on the Board of Public Works agenda for consideration. Once approved an agreement document will be drafted by City and sent to Owner for signatures. Permit will then be valid once recorded with the County's Register of Deeds department. Applicant shall obtain all other necessary permits as required by City Departments. **Average completion time for validation 45 days.**

**BELOW THIS LINE TO BE COMPLETED BY CITY STAFF ONLY**

**Required items to be provided by Applicant:**

- Scale Drawing of encroachment on letter size paper(s)
- Legal Description of benefiting parcel(s)
- Certificate of Insurance (City as additional Insured)
- Initial Application / Annual Fee \$ \_\_\_\_\_
- City Utility Potential Conflict Notification and Sign-Off

**Board of Public Works**

**Approval Date:**

**Encroachment Type:**

**Permit Number:**

**All Fees are Non-Refundable & Subject to change by City Council**