



**REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION
FOR COMMUNICATIONS (FIBER OPTICS, TELEPHONE, CABLE, ETC.)**

City of La Crosse Engineering Department

Phone: 608-789-7505 Email: engineering@cityoflacrosse.org <http://cityoflacrosse.org>

Encroachment Owner: Josh Eichelt
Address: 1228 12th Ave S City: Onalaska State: WI Zip: 54650
Phone # (608) 881-2315 Email Address joshua.eichelt@charter.com

Application Preparer (if different from above) Mi-Tech Services (Kendra Sandberg)
Relationship with Owner: Contractor
Phone # (616) 581-3873 Email Address ksandber@mi-tech.us

Description of Proposed Encroachment:

Directional bore to place new underground fiber and (1) new spectrum vault

Encroachment Addresses (List by Street and 100 blocks):

Monitor St & Milwaukee St

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. **See Sheet 2 of 2 for Additional Conditions.**

Signature of Owner or designee: [Signature] Date: 12.19.2025
Print Name and Title: Josh Eichelt Assistant

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. **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 encroachments
(City Utilities, Lighting and Signals must be shown on Proposed Communications Plan)
- Certificate of Insurance (City as additional Insured)
- Initial Application 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



REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION

City of La Crosse Engineering Department

Phone: 608-789-7505 Email: engineering@cityoflacrosse.org <http://cityoflacrosse.org>

STREET PRIVILEGE PERMIT CONDITIONS FOR COMMUNICATIONS INSTALLATIONS

1. The applicant shall be primarily liable for damages to person or property by reason of the granting of this street privilege permit.
2. The applicant shall obtain an excavation permit from the City of La Crosse Engineering Department prior to performing installation or any maintenance on the cable in the City right-of-way that requires excavation or disruption of pavement, sidewalk, curb and gutter, or other structure.
3. The applicant agrees that tracer wires shall be used and final cable location within the street right-of-way shall be approved by the City Engineer. Cable shall be installed not less than 36 inches deep, unless otherwise approved by the City Engineer.
4. Applicant agrees to provide the City of La Crosse with final "as-built" plans when installation is complete.
5. Applicant agrees that any pavement, concrete or green space disturbed during drilling activities shall be restored to its prior condition.
6. Applicant agrees that said installation shall not interfere with the City's water, sanitary sewer, or storm sewer underground infrastructure that may be in the area.
7. Applicant further agrees that they will make arrangements with the public utility companies and the City of La Crosse to clear all public underground utilities prior to initiating such work, and if necessary, applicant will make arrangements with the City of La Crosse to ensure proper traffic control.
8. Applicant waives any and all rights to contest in any way or manner the validity of Sec. 66.0425 of the Wisconsin Statutes and the amount of compensation charged.
9. Applicant agrees to become a member of Diggers Hotline for marking / locating of utility.
10. The applicant for a permit to encroach on the public right-of-way shall procure and maintain for the duration of the permit a minimum liability and contractual liability policy in the amount of \$100,000.00 each person, \$300,000.00 each accident for bodily injury and \$100,000.00 for property damage. A certificate of such insurance shall be filed with the City Attorney as part of the application. The insurance shall name the City, its officials, employees and agents as additional insureds. The Board may approve greater insurance protection on a case-by-case basis.
11. Applicant further agrees to hold harmless the City for any damage to said cable while the City, its agents or contractors are conducting construction for maintenance activities in or upon such area in which said cable lies; provided, however, the City shall make a good faith effort to notify applicant of any maintenance or work in the area of the street privilege permit which may damage applicant's cable.
12. Applicant agrees to remove the cable and return the area to its original condition upon ten (10) days' notice by the Board of Public Works. The applicant further agrees that if it does not remove the cable within ten (10) days after receiving notice, the City is authorized to remove the same and applicant agrees to pay the City for all costs of such removal.
13. Applicant further agrees that the obligations and conditions of this street privilege permit shall be binding upon all heirs, successors and assigns of applicant.
14. The person(s) signing this Permit warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.



EXCAVATION WITHIN RIGHT-OF-WAY PERMIT
 Engineering Dept. • Phone: (608) 789-7505 • Fax: (608) 789-7367
<http://www.cityoflacrosse.org> engineering@cityoflacrosse.org

Permit No.:

Date:

Munis #:

STATUS:

CONTRACTOR

Name: Josh Eichelt_Spectrum

Address: 1228 12Th Ave South

City: Onalaska

State: WI

Zip Code: 54650

Phone:

Cell: 608-881-2315

Fax:

Email: Joshua.eichelt@charter.com

PROJECT

Location of Excavation: 215 Milwaukee St

Open Cut (Circle One) Boring

Area to be excavated (check all that apply):

Street Blvd. Curb/Gutter Sidewalk Alley Other

Number of Traffic Lanes that will Close: 0

Number of Parking Lanes that will Close: 0

Purpose of excavation (Check all that apply):

Water San. Sewer Storm Water Gas Electrical Communication Other:

Estimated Start Date: Upon Approval

Completion Date: Three Months After Approval

Note #1: The undersigned understands and agrees to the following: 1) The permitted work shall comply with all permit provisions and conditions listed on and attached to this form; 2) That insurance requirements shall be met prior to approval either by submitting information with application or by keeping current information on file with the Engineering Department.; 3) The applicant shall contact City Dispatch and the City Traffic Engineer 24 hours prior to the closure of any traffic lanes and shall provide an estimate of the duration of closure. Temporary traffic control shall be provided and maintained by the applicant and shall comply with Part 6 of the Manual on Uniform Traffic Control Devices (MUTCD).

Note #2: Once invoiced, application fees may not be refunded.

Josh Eichelt
 (PRINT) AUTHORIZED REPRESENTATIVE

Contractor
 TITLE

12-18-2025
 DATE

[Signature]
 (SIGN) AUTHORIZED REPRESENTATIVE

Office Use Only

Customer #:

Invoice #:

Permit Issued By:

Permit Conditions:



CITY OF LA CROSSE
ENGINEERING DEPARTMENT
400 LA CROSSE ST
LA CROSSE, WI 54601-3396
PHONE: 608-789-7505
Email: Engineering@cityoflacrosse.org

Excavations and Openings Factsheet

- When is a permit needed?
 - Anytime you make any excavation or opening in any street or alley right of way.
- Cost
 - \$35
 - Once invoiced, application fees may not be refunded. Details of the permit, including dates, may be modified with approval of the Engineering Department.
- Bond on file with the Engineering Department
 - Before permit, deposit with engineering department an Indemnity Bond of \$10,000.00.
- Insurance certificate on file with Engineering Department
 - Carry comprehensive General Liability Insurance and completed Operations Insurance.
 - Minimum combined single limit of \$500,000 for bodily injury & property damage per occurrence.
 - The insurance required shall be written by insurance companies who are rated "B" or better in Best's Key Rating Guide and shall be licensed to do business in the state of Wisconsin.
 - Certificate shall name the City of La Crosse as Additional Insured.
- Regulations
 - No openings when ground is frozen except in emergencies.
 - Opening shall be enclosed with sufficient barriers.
 - All necessary precautions shall be taken to guard the public effectively from accidents or damage to persons or property.
- Temporary traffic control shall be provided and maintained by the applicant and shall comply with Part 6 of the Manual on Uniform Traffic Control Devices.
- All materials removed or penetrated must be replaced as soon as possible to their original condition and be maintained for 3 years.

- Backfilling the opening, material shall be placed in maximum 12-inch lifts with each lift thoroughly compacted by mechanical means to a 95% of standard proctor density.
- Excavations in streets paved in the last 5 years are prohibited except in the case of emergencies or as approved by the Board of Public Works.
- Emergency excavations are authorized for any person / agency owning or controlling any sewer, water main, conduit, or utility. You may take immediate proper emergency measures to remedy dangerous conditions for the protection of property, life, health, or safety without first.
- Obtaining an excavation permit; provided that such person shall apply for an excavation permit not later than the end of the next succeeding business day.
- Any Excavation within an Archaeological District Boundary (Copy of map on file in the Department of Planning and Development) shall follow municipal code Sec. 20-119 & 20-120 and notify the Fire Prevention and Building Safety department 2 days prior to excavation.
- Street Department shall be contacted for pavement restoration requirements at 608-789-7340
- Non-Emergency Dispatch shall be notified of all Traffic Lane Closures and Re-openings at 608-785-9634
- (MTU) Municipal Transit shall be notified of all Bus Route Traffic flow disruptions at 608-789-8380
- Engineering Department shall be notified for concrete sidewalk, driveway and roadway forms and reinforcement inspections 24 hours in advance of pour at 608-789-7505
- Parks and Recreation Department shall be contacted if potential tree damage may be caused from the excavation for their consultation on limiting damages City trees at 608-789-4915.

Revised 2/2023

