CALL FOR INSPECTION WHEN COMPLETED

PLEASE REVIEW PREPARATION AND BACKFILL REQUIREMENTS ON THE REVERSE SIDE OF THIS FORM

City of Mattoon Illinois

Date _____

APPLICATION FOR STREET/BOULEVARD EXCAVATION AND USE PERMIT

The undersigned hereby makes application for a permit to excavate / occupy the street or boulevard located at: _____ on _____ until _____ by _____

address of project — date of beginning — date of ending — company or contractor name

Is applicant the owner in fee of property described? ☐ Yes ☐ No

BUILDING CODE REQUIREMENTS: If such application is made by a person other than the owner in fee, it shall be accompanied by a duly verified affidavit of the owner in fee that the person making the application is authorized to make application.

If the applicant is not the owner in fee of the property described; give name and address of owner in fee:

Name _____ Address _____ Telephone _____

Give a brief description of proposed project stating type of project contemplated, or any unusual details regarding said project:

_____

CONTRACTOR / APPLICANT INFORMATION

Business Name_____

Address_____ Phone:_____

Email:_____ Typed Signature_____

This is used to send you a copy of your permit

☐ Excavation - $50.00
(Only the excavation fee is assessed when areas cut are restored by the property owner or their contractor)

☐ Street Cut - $250.00

☐ Sidewalk Cut - $60.00

☐ Curb Cut - $60.00

☐ Alley Cut - $60.00

☐ Use of Street - $25.00 _____

Notification must be given 48 hours in advance of starting the project by contacting Public Works: 217-235-5171

OFFICE USE ONLY BELOW

PERMIT NO._____ **ISSUED/PAID DATE**_____

PERMIT FEE CALCULATION _____ **PERMIT FEE**_____

ISSUED BY_____

Revised 04/17/2024