



PERMIT APPLICATION

Single trip

City of La Crosse Engineering Department

Phone: (608) 789-7505

Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org)

**Applicant**

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Insurance**

Company Name: \_\_\_\_\_ Policy number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Trip details**

Origin: \_\_\_\_\_ Destination: \_\_\_\_\_

Via highways: \_\_\_\_\_

State single trip permit attached: yes  not applicable

**Load details**

Load (article transported): \_\_\_\_\_ Desired effective date of permit: \_\_\_\_\_

Permit requested for (check all that apply): over length  over width  over height  over weight

Length: feet \_\_\_ inches \_\_\_ Width: feet \_\_\_ inches \_\_\_ Height: feet \_\_\_ inches \_\_\_

Load weight (pounds): \_\_\_\_\_ Gross weight (pounds): \_\_\_\_\_

Towing vehicle (check one): truck  truck-tractor  other  \_\_\_\_\_

Make: \_\_\_\_\_ Vehicle ID number: \_\_\_\_\_ Number axles: \_\_\_\_\_ State issued: \_\_\_\_\_

Towed vehicle (check one): semi-trailer  full trailer  dollies  low boy  other  \_\_\_\_\_

Make: \_\_\_\_\_ Vehicle ID number: \_\_\_\_\_ Number axles: \_\_\_\_\_ State issued: \_\_\_\_\_

If using more than 2 vehicles in combination, complete and attach the additional forms showing the information on those vehicles.

Axles (front to rear):	1	2	3	4	5	6	7	8	9	10	11	12
Pneumatic tires	___	___	___	___	___	___	___	___	___	___	___	___
Gross axle weight	___	___	___	___	___	___	___	___	___	___	___	___
Loaded (in 1000 lbs)												
Space between axles	___	___	___	___	___	___	___	___	___	___	___	___
(feet-inches)												

I, the applicant, certify that the statements contained in this application are true and correct, and I will comply with all terms and conditions.

(Sign) Authorized representative: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

All fees are non-refundable.

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**Below this line to be completed by City staff only**

Approved for movement on highways under indicated jurisdiction:

Unit of government: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Approval date: \_\_\_\_\_

Permit number: \_\_\_\_\_ Invoice number: \_\_\_\_\_

All fees are non-refundable.



## PERMIT FACTSHEET

### Single Trip

City of La Crosse Engineering Department

Phone: (608) 789-7505

[engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org)

See Municipal Code 44-78 for more information.

#### To apply for a permit:

- Return this completed application along with required information and fees noted on the application via email to [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) or mail to or drop off at City of La Crosse, Engineering Department, 400 La Crosse Street, La Crosse, WI 54601.
- If you have state or county permits, send them with your application.
- Once invoiced, application fees are not refundable.
- Details of permit, including dates, may be modified with approval of the Engineering Department.

#### A permit cost varies depending on amount of advance notice and load.

- \$25 with advance notice of 72 hours or more
- \$75 with advance notice of less than 72 hours but more than 24 hours
- \$150 advance notice of 24 hours or less
- Building fees: \$100.00 750 square feet or less; \$200.00 greater than 750 square feet

#### Insurance is required.

#### Moving times are strictly controlled.

- The approved time for moving oversize loads in the City of La Crosse is 4:00 a.m. in the morning of the effective permit date. A police escort will be required, at an additional cost, unless otherwise indicated in writing by the City.
- If extenuating circumstances require an alternate time, special approval must be made by the City Traffic Engineer or other designee of the Board of Public Works.
- In the event of cancellation, Applicant shall be responsible for confirming cancellation with La Crosse Police Department via the non-emergency contact by 11:00 p.m. on the night prior to the move. Failure to do so may result in charges billed for expenditure of resources.

#### This permit covers movements within the City of La Crosse only.

- Permits issued by the Wisconsin Department of Transportation are for movements on the state trunk highway system only; permits issued by the County Highway Commissioners are for movements on county trunk highways in their respective

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counties only; and permits issued by municipal officers in charge of maintenance are for movements on highways and streets in their respective jurisdictions only.

**This permit covers only certain types of loads.**

- This form is for transportation of a non-divisible load exceeding statutory size and/or weight.
- This form may be used for moving “Buildings” (per Statutes) but is subject to additional Ordinances.
- This form may **not** be used for permitting mobile homes and /or modular building sections.

Failure to obtain permit before commencement of work will result in a permit fee of \$500.