

**Town of Port Edwards
2000 County Road G, WI 54457**

APPLICATION TO WORK IN A TOWN OF PORT EDWARDS-RIGHT OF WAY

Chapter 86.07(2) of Wisconsin State Statutes provides that the authority maintaining the highway issue a permit before any excavation or fill.

<p style="text-align: center;"><u>Name & Mailing Address of Landowner</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p><u>Phone Number</u> _____</p>	<p style="text-align: center;"><u>Property Information</u></p> <p>Parcel ID: _____</p> <p>Property address where work is to be performed _____</p> <p>_____</p>
<p style="text-align: center;"><u>Name & Mailing Address of Authorized Representative</u></p> <p>_____</p> <p>_____</p> <p>_____</p> <p><u>Phone Number</u> _____</p>	<p style="text-align: center;"><u>Right of Way Location</u></p> <p>East / West / North / South side of CTH _____,</p> <p>_____ miles East / West / North / South of _____ (nearest road)</p> <p>*Please provide a map with application</p>
<p><u>Description of Work to be Completed in the Right of Way</u></p>	
<p>Anticipated Start Date: _____ Anticipated Completion Date: _____</p> <p>Describe the type of work to be completed in the right of way:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>Who is the work going to be completed by?: <input type="checkbox"/> Property Owner <input type="checkbox"/> Contractor - Provide contact information on back of application</p>	
<p><input type="checkbox"/> Work in Right of Way permit fee \$350 (\$50 fee*, \$300 deposit**)</p> <p><input type="checkbox"/> After the Fact Permit \$400 (non-refundable)</p>	

PERMIT APPROVAL (To be completed by town board)

Recommended by TOWN BOARD SUPERVISOR	Date	Permit Number	
TOWN CHAIRMAN	Date	Fee	<input type="checkbox"/> Paid Check # _____ <input type="checkbox"/> Paid Cash

Permit Conditions:

1. Applicant shall place a flag or marker in the highway right-of-way visible from the highway at the location of the proposed work.
2. Any permit issued is superseded by the local zoning authority. Working without their approval is illegal and cancels any permit resulting from this application.
3. If the work described is not completed by the “Anticipated Completion Date”, the permit can be renewed one time.
4. Additional fees may be assessed by the town board.
5. Property owners are responsible for marking any private facilities/apertures. (Diggers Hotline will not locate)
Town Board of Port Edwards is not responsible for replacing or maintaining any private facilities/apertures, placed in the right-of-way, due to routine maintenance or construction.

TO BE COMPLETED BY TOWN OF PORT EDWARDS BOARD			
Post-Work Inspection	Deductions for Subsequent Re-Inspections		
	# of Visits	6 Month Extension	Total Deduct
TOWN CHAIRMAN	Date	Check #	Amount

*Work in right of way: \$50 Fee includes one post – project inspection.

**\$300 project deposit will be returned to owner upon acceptance of completed work. The following exceptions will apply:

- \$50 will be deducted from the deposit for each re-inspection if the work is unacceptable. The remainder will be returned to owner.
- If the work is unacceptable and PORT EDWARDS TOWN BOARD has to correct the faulty work, the deposit will be forfeited by the owner and actual costs for corrections shall be borne by the applicant.
- \$50 will be deducted for one six-month permit extension.

Complete permit application and mail to:

Town of Port
Edwards
236 Nessa Lane,
Nekoosa, WI 54457

Or email to:

porttownclerk@solarus.net

Make checks payable to TOWN OF Port Edwards and mail to:

Town of Port
Edwards
236 Nessa Lane,
Nekoosa, WI 54457

Landowner or Authorized Representative’s signature: _____ (Signature) _____ (Date)

E-Mail (Please Print) _____

If you are using a contractor, please provide contact information below.

Contracted Company _____

Company Address _____

Company Phone Number _____