

VILLAGE OF ASHWAUBENON

Phone Number: (920) 492-2308

Fax Number: (920) 492-2328

**Application/Permit To Construct, Maintain And Operate Utility Facilities
Within Village Right-Of-Way**

Applicant's Name: _____

Applicant's Address: _____

Office Phone: _____ Local Phone: _____ Fax No.: _____

Plans Prepared By: _____ Phone No.: _____

Location of Proposed Work: _____

Utility Repr. Responsible for Construction: _____ Phone No.: _____

Description of Proposed Work (Check all that apply):

Type of Utility Work:

Utility Orientation:

Electric

Overhead

Gas

Underground

Telephone

Bored

Cable TV

Trenched

Water

Open-Cut Pavement

Sanitary Sewer

Other: _____

Other: _____

Estimated Starting Date: _____ Estimated Restoration Date: _____

A drawing showing the proposed utility work shall be submitted with the permit application.

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions of Section 8.03 of the Village of Ashwaubenon Municipal Code (Occupancy of rights-of-way) in effect at the time of this application, and with any special provisions attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Failure to apply for permit or to follow provisions will be subject to enforcement under Section 8.03 of the Village of Ashwaubenon Municipal Code.

BY: _____
(Signature of Authorized Representative)

Title: _____

(Typed/Printed Name of Authorized Representative)

Date: _____

VILLAGE APPROVAL

BY: _____

Date: _____

PERMIT FEE:

A Permit Fee of \$ 50.00 is required when submitting this application to install facilities.

RESTORATION BOND:

The Applicant shall furnish a surety bond in the amount of \$10,000.00 as security for the completion of all site restoration after utility installation is complete. The bond will cover any projects completed by the applicant in the Village during the calendar year. Applicants exempt under Stat. 66.045 (6) are not required to furnish a restoration bond.

INSURANCE:

The Applicant shall provide the following liability insurance while working in the Village of Ashwaubenon. A copy of the insurance certificate shall be provided with the permit application.

General Aggregate: \$1,000,000.00

Products/Completed Operations Aggregate: \$1,000,000.00

Personal and Advertising Injury Limit: \$500,000.00, an each occurrence limit of \$500,000.00

Fire Damage Limit: \$50,000.00, any one fire

Medical Expense Limit: \$5,000.00, any one person

Motor Vehicle Liability Policy: \$500,000.00, combined single limit

Umbrella Liability Insurance: \$1,000,000.00

The Village of Ashwaubenon shall be named as additional insured for any permitted work. A 30-day Notice of Cancellation shall be provided for the insurance policy.

AS-BUILTS:

An electronic copy of all as-builts shall be sent to the Village at the following E-Mail Address: dmartin@ashwaubenon.com or sbirr@ashwaubenon.com. The Applicant shall contact the Village of Ashwaubenon Public Works Department, GIS/CAD Division, (Francine Roberg 920-492-2308) to determine the acceptable file format for all as-built drawings.

SPECIAL PROVISIONS

The following Special Provisions shall be included as part of the Village of Ashwaubenon Right-of Way Permit. Failure to follow the Special Provisions will be subject to enforcement under Section 8.03 of the Village of Ashwaubenon Municipal Code.

- 1) The Applicant is responsible for contacting and coordinating utility locates through Digger's Hotline. If any utility work is within 350 feet of any signalized intersection, the Applicant must contact the Brown County Highway Department (920-492-4925) for locates.
- 2) The Applicant shall notify the properties affected by the permitted work through delivery of door hangers or letters three (3) working days, not including Saturday, Sunday or holidays, prior to commencing work.
- 3) All operations shall be performed without obstructing or closing all or any part of any Village arterial roadways unless specifically approved by the Village.
- 4) Work zone signing and barricading shall be in accordance with Part VI of the Manual on Uniform Traffic Control Devices (MUTCD).
- 5) Erosion control measures shall be in place prior to the start any work in the right-of-way. The erosion control measures shall comply with the Wisconsin Construction Site Best Management Practice Handbook and Village erosion control ordinances.
- 6) Operations and safety precautions pertinent to any trenching, tunneling, or excavation activities shall comply with the requirements of all applicable regulations and codes, but not limited to those of the Wisconsin Department of Industry, Labor and Human Relations or OSHA standards.
- 7) The permitted utility work shall maintain, if possible, a minimum three (3) foot horizontal and vertical clearance from all sewers, water mains, and related Village facilities.
- 8) On rural roadways, new utilities will be restricted from being located in a roadway-signing zone consisting of 6 to 12 feet from the edge of pavement. On urban streets, the restricted signing zone is located from the back-of-curb to a distance of 8 feet. Exemptions to this provision may be granted pending the submittal of information indicating all other available right-of-way is occupied.

- 9) All facilities located in the Village right-of-way, both above and below ground, including the roadway pavement, curb and gutter, ditches, culverts, slopes, signs, traffic signals, etc., damaged or disturbed by the permitted work shall be restored promptly. Damage to any portion of an asphalt travel lane will require replacement with hot-mix asphalt per Village standards. Replacement of concrete pavement will be reviewed and approved by the Village prior to the start of the permitted work. Disturbed turf areas shall be restored with topsoil, seed and mulch as a minimum. If the disturbed area is within a ditch, mulch shall be replaced with erosion matting.

If restoration is not carried out in a timely manner, the Village may issue a notice setting forth a time-certain, by which the restoration must be completed. If the applicant fails to complete all restoration within the time established, the Village will arrange directly for all necessary restorations, and all costs associated with such restorations shall be paid from the applicant's restoration bond.

ADDITIONAL COMMENTS:

COMPLETION CERTIFICATE

Mail or fax this certificate to the address listed below upon completion of the restoration of the permitted work.

Date: _____

To: Village of Ashwaubenon
Attn: Steve Birr, Village Engineer
Doug Martin, Utility Engineer
2155 Holmgren Way
Green Bay WI 54304

Telephone: (920) 492-2308

Fax: (920) 492-2328

PROJECT LOCATION/DESCRIPTION: _____

COMPANY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

CONTACT: _____

TELEPHONE: _____

FAX: _____

The work requested under the above mentioned right-of-way permit has been completed. The Village can now inspect the work site to insure proper restoration of the affected Village right-of-way has been completed.

Signature: _____

Print Name: _____