

# Town of Sherman - Application for Public Right-of-Way Occupancy

Registrant's Name (or Company Name): \_\_\_\_\_  
Registrant's Address: \_\_\_\_\_  
Registrant's Mailing Address (if different): \_\_\_\_\_  
Registrant's Telephone Number: \_\_\_\_\_ Registrant's Fax Number: \_\_\_\_\_

\*Please attached Registrant's certificate of status from the WI Department of Financial Institutions indicating that Registrant is in good standing with the State of Wisconsin (if Registrant is a corporation, LLC, LLP or other entity)

\*Please attach a copy of the Registrant's certificate of authority from the Wisconsin Public Service Commission or other applicable state or federal agency, where the person is lawfully required to have such certificate from said commission or other state or federal agency.

Registrant's Primary Contact Person: \_\_\_\_\_  
Contact's Address (if different): \_\_\_\_\_  
Contact's Email Address: \_\_\_\_\_  
Contact's Telephone Number: \_\_\_\_\_ Contact's Fax Number: \_\_\_\_\_

\*\*Person designated as contact should be available at all times in case of emergency\*\*

Utility Type:  Gas/Petroleum  Electric  Communications  
 Water  Sanitary Sewer  
 Private Line  Transmission  Distribution  
 Other: \_\_\_\_\_

Digger's Hotline Certificate Number for Construction Area: \_\_\_\_\_

Insurance Provider for Project: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Please attach a copy of the certificate of insurance for this project and indemnification agreement for review and approval by Town Board.

Start date of project: \_\_\_\_\_ Approximate end date of project: \_\_\_\_\_  
Hours of operation during project: \_\_\_\_\_

Reason for and a clear description of the proposed work, use, structure, or obstruction, and the exact location of said work, use, structure or obstruction (attach any pertinent drawings, sketches, site plans, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional Approvals Necessary:

A) Local – Please provide copies of executed easements for all non-Town owned real estate within the public right-of-way affected by the proposed construction project.

Please provide written verification from Registrant's engineer for the following Town concerns:

- 1) That any town infrastructure shall remain fully operational and it shall not be disturbed or altered unless permitted by the Town.
- 2) Drainage shall not be affected in the location of the construction.
- 3) The placement of any structure or obstruction shall not present a safety concern, with the construction site being sufficiently lit (if applicable) or fenced and guarded (if applicable).

Note: The Registrant shall keep all of the information listed above current at all times by providing to the Town Clerk and Inspector information as to changes within fifteen (15) working days following the date on which the Registrant has knowledge of any change.

The Registrant understands and agrees that the permitted work shall comply with all permit provisions and conditions of the Ordinance Regulating the Use and Occupancy of Public Rights-of-Way and all other Town, County, and State statutes, ordinances, rules and regulations in effect at the time of this application or renewal thereof, and with any special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof.

By: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Registrant/Company Authorized Representative

\_\_\_\_\_  
 Printed Name of Person Signing Above

\_\_\_\_\_  
 Registrant/Company Authorized Representative  
 Phone Number

\*\*Town Board Use Only\*\*

Application Approval by Town Board

The foregoing Application for Public Right-of-Way Occupancy is hereby approved subject to continuing compliance requirements as stated in Town Ordinance No. 2016-02 and all other applicable laws and upon payment of the application fee by the Registrant to the Clerk.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
 Chair William C. Goehring

\_\_\_\_\_  
 Supervisor Robert Boehlke

\_\_\_\_\_  
 Supervisor James Fahney

\_\_\_\_\_  
 Supervisor Kris Klein

\_\_\_\_\_  
 Supervisor Patricia Horne

ATTEST: \_\_\_\_\_  
 Clerk/Treasurer Rhonda J. Klatt

# Town of Sherman - Public Right-of-Way Excavation Permit

Applicant's Name (or Company Name): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Mailing Address (if different): \_\_\_\_\_

Applicant's Telephone Number: \_\_\_\_\_ Applicant's Fax Number: \_\_\_\_\_

Name and Phone Number of Representative(s) or Contractor(s) of Applicant who is responsible for Construction:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Start date of project: \_\_\_\_\_ Approximate end date of project: \_\_\_\_\_

Hours of operation during project: \_\_\_\_\_

Digger's Hotline Certificate Number for Construction Area: \_\_\_\_\_

Insurance Provider for Project: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Please attach a copy of the certificate of insurance for this project and indemnification agreement for review and approval by Town Board.

A. Reason for and a clear description of the proposed work, use, structure, or obstruction, and the exact location of said work, use, structure or obstruction (attach any pertinent drawings, sketches, site plans, etc.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Applicant's scaled drawings showing the location and area of the proposed project and the location of all existing and proposed facilities that are part of applicant's proposed project are attached to this application. Please provide copies of executed easements for all non-Town owned real estate within the public right-of-way affected by the proposed construction project

C. Applicant shall provide any changed and updated information as it relates to the original or renewed Application for Public Right-of-Way Occupancy on file with the Town Clerk. Clerk shall attach a copy of Applicant's approved Application for Public Right-of-Way Occupancy.

D. Application for Public Right-of-Way Excavation Permit Fee: Fee shall be equal to the administrative fees incurred by the Town (including but not limited to Legal Fees and Engineering Fees) as a result of reasonable inspection of locations affected by proposed excavation. Town shall also charge a fee for degradation costs, if applicable to the construction project, and upon recommendation by the Inspector. The Town reserves its right to require a bond in the event of abandoned or discontinued operations pursuant to Section 11 of this Ordinance. Fees shall be paid prior to issuance of said Permit and are non-refundable in the event of revocation of said Permit.

\*\*If applicable, Applicant shall pay any and all unpaid fees or costs due for prior excavations and any loss, damage, or expense suffered by the Town because of applicant's prior excavations of the rights-of-way or any emergency actions taken by the

Town prior to consideration of this Permit. Further limitations on said Fee are established in Section 4.03 of Ordinance No. 2016-02\*\*

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions of the Ordinance Regulating the Use and Occupancy of Public Rights-of-Way and all other Town, County, and State statutes, ordinances, rules and regulations in effect at the time of this application, and with any special provisions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. By applying for and accepting this permit, the Applicant agrees to assume liability for any and all damages resulting from his/her/its occupancy, use or excavation of the road or premises. No work shall commence prior to approval of this permit by the Town Board.

By: \_\_\_\_\_  
Signature of Applicant/Company Authorized Representative Title Date

\_\_\_\_\_  
Printed Name of Person Signing Above

\_\_\_\_\_  
Applicant/Company Authorized Representative  
Phone Number

Inspector Approval of R-O-W Excavation Permit

Date: \_\_\_\_\_

Approved:  YES  NO

Approved by: \_\_\_\_\_

\*\*Town Board Use Only\*\*

Application and Permit Approval by Town Board

The foregoing Application for Public Right-of-Way Excavation Permit is hereby approved subject to continuing compliance requirements as stated in Town Ordinance No. 2016-02 and all other applicable ordinances, rules, and regulations and upon payment of the permit fee by the Applicant to the Clerk.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Chair William C. Goehring

\_\_\_\_\_  
Supervisor Robert Boehlke

\_\_\_\_\_  
Supervisor James Fahney

\_\_\_\_\_  
Supervisor Kris Klein

\_\_\_\_\_  
Supervisor Patricia Horne

ATTEST: \_\_\_\_\_  
Clerk/Treasurer Rhonda J. Klatt