

**MENOMINEE COUNTY HIGHWAY DEPARTMENT  
APPLICATION AND PERMIT TO CONSTRUCT, OPERATE AND MAINTAIN UTILITIES WITHIN  
HIGHWAY RIGHT-OF-WAY**

<b>Name of Utility Owner:</b>	Address: P.O. Box/Street, City, State, Zip
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Name and Title of Primary Point-of-Contact:	E-mail Address:	Phone Number:
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<b>Name of Contractor/Installer (if different than Utility Owner):</b>	Address: P.O. Box/Street, City, State, Zip
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Name and Title of Primary Point-of-Contact:	E-mail Address:	Phone Number:
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**Fire Number and Street Address/Location Where Work Will Be Performed:**  County Hwy    Town Road

**Brief Description of Proposed Work:** Please avoid hyper-technical jargon and abbreviations

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**Utility Type:**

Electric     Communication     Water     Sanitary Sewer     Private Line  
 Transmission     Distribution     Service    Size/Capacity: \_\_\_\_\_  
(Diameter, # Fibers, Kv, etc.)

**Orientation:**

Overhead     Underground     Hwy Crossing     Parallel to Hwy Centerline     Bridge Attachment

**Work Type:**

New Construction     Improve/Repair Existing     Maintenance     Removal     Abandon in Place

**Construction Method:**

Plow     Trench     Bore     Suspend on Poles/Towers     Open Cut Hwy  
 Cased     Tree Cutting/Removal     Chemical Treatment of Trees/Brush

**Describe Erosion Control Measures to be Taken:**  Not Applicable

<b>Estimated Start Date for Construction:</b>	<b>Estimated End Date for Construction:</b>
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**NOTE: Attach Map or Diagram of Construction Work and Area to this Permit Application**

**\*\*\* CERTIFICATION \*\*\***

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions of the Utility Accommodation Policy of the WCHA Utility Accomodation Policy 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.

Printed Name	Signature	Date
Title		

**\*\*\* PERMIT APPROVAL \*\*\***

The foregoing application is hereby approved and permit issued by the Permitting Authority, subject to (a) full compliance by the Applicant with all provisions and conditions stated in the WCHA Utility Accommodation Policy in effect on the date of this application; and (b) the supplemental terms and conditions attached.

Highway Commissioner/Patrol Superintendent	Date	Permit No.
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**MENOMINEE COUNTY - UTILITY WORK IN A COUNTY/TOWN RIGHT-OF-WAY  
SUPPLEMENTAL TERMS AND CONDITIONS**

1. A copy of the WCHA Utility Accommodation Policy can be found at the Menominee County Highway Department's website:  
(<https://www.co.menominee.wi.us/departments/?department=582075c22a8b>).
2. Special attention must be paid to the following:
  - 2.01 Depth of buried underground facilities/cables must be a minimum of 24" as measured from the finished ground surface to the top of the facility, except under ditch bottoms, where it shall be a minimum of 30 inches, or greater, at the time of installation;
  - 2.02 If any trees are cut and removed, a permit from Menominee County's Land Conservation Director (715-799-5710 or [jeremyj@co.menominee.wi.us](mailto:jeremyj@co.menominee.wi.us)) must be obtained in advance. Further, if any trees or shrubs are cut, removed or destroyed, they must be replaced in-kind;
  - 2.03 Erosion control measures shall be put into place;
  - 2.04 Restoration of the right-of-way to its original condition shall occur within two weeks after completion of the facility installation, to include reseeding;
  - 2.05 Any curb, gutter, pavement, sidewalk, driveway, gravel base, ballast, shouldering material, or other highway element disturbed shall be restored to the qualities, grades, compactions, conditions, etc. in accordance with the Wisconsin Department of Transportation's Standard Specifications for Highway and Structure Construction;
  - 2.06 All pedestals shall be placed near or at the exterior boundary of the right-of-way line and adequately marked to avoid damage from snowplow wings and limit obstructions for mowers;
  - 2.07 An aerial map or diagram depicting the anticipated location of the utilities and an as-built map or diagram depicting the actual location of utilities, if different than anticipated;
  - 2.08 Any damage to any road, shoulder, culvert, end wall, guardrail, sign, or other road feature or traffic control device shall be reported to the Highway Department within 24-hours after the damage occurred;
  - 2.09 Applicant shall provide ALL NECESSARY SIGNS, FLAGMEN, AND LIGHTS required per conformance with the "Manual on Uniform Traffic Control Devices". When a detour is allowed, local newspapers shall be notified, by the Applicant, in advance of the work being started;
  - 2.10 Trenching, tunneling, or excavating shall be performed in accordance with requirements of OSHA, Wisconsin Department of Commerce, this policy, and any applicable local regulations;
  - 2.11 Permitted facilities shall, if necessary, be altered at the expense of the Applicant/Owner to permit alteration, improvement, or maintenance of the highway as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant/Owner, unless a contract for such costs has been executed by County;
  - 2.12 Permitted Utility location shall be installed at the furthestmost horizontal location from the centerline, shall maintain a consistent centerline offset, shall meet the minimal offset and cover requirements of the UAP, and shall not deviate in position from the approved Permit submittal documents without written COUNTY consent and approval;
  - 2.13 No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless County has granted permission for a detour. Wherever the pavement is opened, spoil shall be hauled away and the trench shall be backfilled with sand, gravel, or structural fill (compacted in layers);
  - 2.14 Trucks shall be limited to six tons per single axle and ten tons per tandem axle, with a combined gross weight not to exceed 21 tons, when seasonal weight restrictions are posted.
3. The Applicant, by issuance of this permit and performance of the work, saves and hold the County, its officers, employees, and agents harmless from all liability, damage, loss, expense, claims, demands, and actions of any nature whatsoever arising out of any acts or omissions of Applicant in any way connected with the work to be performed pursuant to this permit, or the construction or maintenance of facilities by the Applicant, in the County right-of-way which is the subject of this permit. Notwithstanding the foregoing, Applicant shall not be obligated to indemnify the County or its officers, employees, or agents for that portion