



**TOWN OF WASHINGTON**  
EAU CLAIRE COUNTY, WISCONSIN  
5750 Old Town Hall Road, Eau Claire WI 54701  
(715)834.3257 Fax (715)834-3325  
[www.townofwashington.org](http://www.townofwashington.org)

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APPLICATION AND PERMIT TO CONSTRUCT, MAINTAIN OR REPAIR  
UTILITIES WITHIN HIGHWAY RIGHT-OF-WAY

Name  Date

Address  Phone

Type of Utility Installation

Location Address   Overhead  Underground

I recommend utility  Cross R.O.W.  To Parallel R.O.W.

Proposed Method of Installation:

Plow  Suspend on Towers  Trench  Tunnel  Open Cut

Suspend on Poles  Jack & Bore  Cased

Other

A scale map and set of plans for the project must accompany this application.

Anticipated Starting Date  Completion Date

*This applicant agrees to indemnify and hold harmless the Town of Washington, its officers, employees and agents, from any cost, claim, suit, liability or award which might come, be bought, or be assessed, because of the issuance or exercise of this permit, or because of any adverse effect upon any person or property which is attributed to the permitted work. Acceptance of this permit binds such applicant to abide by this permit and all of its conditions and provisions.*

*The applicant understands and agrees that the permitted work shall be in compliance with all permit provisions, and nay and all plans, detail, or notes attached hereto and made a part hereof.*

By  Title

*Signature of Authorized Representative*

Date

## Permit Provisions and Conditions of Issuance

This permit is granted for the specific work described herein. The following conditions of the permit must be adhered to or the permit is void.

1. The permitted facilities shall, if necessary, be altered at the expense of the applicant to permit alteration, improvement, or maintenance of the highway as may hereafter occurs. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the applicant.
2. No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Town has granted permission for a detour. Wherever the pavement is opened, the spoil shall be hauled away and the trench shall be back filled with sand or gravel and compacted in layers. The pavement removed for a road crossing shall be replaced using eight (8) inches of gravel base and two (2) inches of hot-mixed asphalt over compacted sand unless other specifications are included in "Special Provisions" below.
3. When one-way traffic or a detour is used, the applicant shall provide all necessary signs, flagman, and lights required according to the "Wisconsin Manual on Uniform Traffic Control Devices." When a detour is allowed, local newspapers, Township Fire Department, Inc., and Eau Claire Communication's Center shall be notified by the applicant three (3) days in advance of work being started.
4. All disturbed areas shall be returned to their present condition or better as determined by the Town. Access to all private drives and public street intersections shall be maintained and all disturbed areas completely restored.
5. Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
6. A copy of this approval along with any plans and special provisions shall be available on the job site.
7. Upon completion of the work the applicant shall file a written notice with the Town within ten (10) days.
8. **Erosion Control: Buried utilities and above ground structures shall be located at the farthest extent of the right-of-way as possible and shall not be located in the flow channel of the ditch line except for right angle crossings of buried utilities. Apply erosion mat, seed, and mulch as needed to stabilize disturbance and restore vegetation.**
9. Special Provisions:

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Approved \_\_\_\_\_ Date \_\_\_\_\_  
Town Administrator