

**TOWN OF WARREN
GENERAL INFORMATION
CONSTRUCTION SITE EROSION CONTROL PERMIT APPLICATION**

Send Application to:

Town of Warren
720 112th Street
Roberts, WI 54023

Official Use Only

Date Received:

Fee Received:

Reviewer:

Location of Project: _____

(Attach map as needed)

Applicant/Entity Receiving Permit

Name of Applicant: _____

First Name of Contact: _____ Last Name: _____

Street (1): _____

Street (2): _____

City: _____ State: _____ Zip Code: _____

Telephone Number: (____) _____

E-mail Address _____

Applicant's/Entity's Onsite Project Manager

Name of Project Manager: _____

Cell Phone Number: (____) _____

E-mail Address _____

Descriptions of Proposed Work

Utility Type:

Electric____ Gas/Petroleum____ Communications____ Private Line____

Orientation:

Overhead____ Underground____ Parallel to Rd. Centerline____ Town Rd. Crossing____

Bridge Attachment____ Tunnel____

Work Type:

New Construction____ Maintenance____ Removal____ Abandon In Place____

Construction Method:

Plow ____ Trench ____ Bore ____ Suspend On Pole/Towers ____ Open Cut Rd. ____
Cased ____ Tree Cutting/Removal ____ Chemical Treatment of Trees/Brush ____

Erosion Control Designation:

Major (1 acre or more) ____ Minor (under 1 acre) ____

Please provide additional narrative if needed: _____

Estimated Start Date: _____ Estimated Completion/ Restoration Date: _____

The applicant understands and agrees that the permitted work shall comply with all Town ordinances, the Permit Conditions listed below or attached hereto, and any and all plans, details, or notes attached hereto and made part thereof.

By: _____
(Signature of Applicant/Company Authorized Representative) (Title) (Date)

(Typed/Printed Name of Person Signing Above)

(Authorized Applicant/Company Representative Telephone #)

Town of Warren

Date of Application _____

Site Address _____

Plat Name _____

Certified Survey Map _____

Lots No. (s) _____

Permit Conditions:

1. Permittee shall notify the Town Engineer at least 48 hours prior to commencing any land disturbing construction activities.
2. Permittee shall notify the Town Engineer of completion of any BMPs within 14 days after their installation. For purposes of this permit, BMPs means structural or non-structural measures, practices, techniques, or devices employed to avoid or minimize soil, sediment, or pollutants carried in runoff to waters of the state.
3. Permittee shall obtain permission in writing from the Town Engineer prior to any modification of the erosion and sediment control plan.
4. Permittee shall install all BMPs as identified in the approved erosion and sediment control plan.
5. Permittee shall maintain all road drainage systems, stormwater drainage systems, BMPs, and other facilities identified in the erosion and sediment control plan.
6. Permittee shall repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing construction activities and document repairs in a site erosion control log.
7. Permittee shall remove accumulated sediment from downstream culverts, storm sewers, and other drainage facilities.
8. Permittee shall inspect the BMPs within 24 hours after each rain of 0.5 inches or more which results in runoff during active construction periods and at least once each week. Permittee shall make needed repairs and install additional BMPs as necessary and document these activities in an inspection log that also includes the date of inspection, the name of the person conducting the inspection, and a description of the present phase of the construction at the site.
9. Permittee shall allow the Town Board or its designated agents to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan and permit conditions or for performing any work necessary to bring the site into compliance with the erosion and sediment control plan and permit conditions.
10. Permittee shall keep a copy of the erosion and sediment control plan at the construction site.
11. As applicable, Permittee shall meet all construction site erosion control requirements set forth in Town Code Sec. 14.3.
12. The owner and/or authorized representative is responsible for obtaining any permits from the Department of Natural Resources, St. Croix County, or any other agency that may have an interest in the area impacted by the utility's construction activities. In addition, the owner and/or authorized representative of the utility must have an approved permit from other municipalities if the work crosses municipal boundaries.
13. The town facilities, both above and below ground, including the roadway pavement, shoulders, ditches, culverts, slopes, signs, etc., damaged or disrupted by the permitted utility work shall be restored promptly. Damage to any portion of an asphalt paved lane will require the replacement of the entire travel lane unless a different method of repair is approved by the Town Board.
14. Unless otherwise authorized by the Town Board, any utility lines installed across, and beneath, the traveled way(s) and shoulders of hard surface town roads, shall be installed by boring with no open cut excavation permitted.

15. Any subsequent heaving, settling, or other fault attributable to the permitted work shall be repaired in a manner satisfactory to the Town, at the applicant's expense. All excavation within the roadway pavement shall be initiated with saw cuts and restored to original condition and cross-section.
16. Operations and safety precautions pertinent to any trenching, tunneling, or excavation activities shall comply with the strictest requirements of all applicable regulations and codes, but not limited to those of the Wisconsin Department of Safety and Professional Services and OSHA standards.
17. The applicant is responsible for ensuring that the site of construction is secure against any hazard to the public, both when the site is attended, and during off hours, any holidays, and in the hours of the night when the site is unattended.
18. The permittee shall restore the Right-of-Way to its previous condition. If restoration is not carried out in a timely manner, the Town may issue a notice setting forth a time frame by which the restoration must be completed. If the permit applicant fails to satisfactorily complete all restorations within the established time, the Town will arrange directly for all necessary restorations, and all costs associated with such restorations shall be the obligations of the permit applicant. The applicant agrees to pay any, and all, such costs within 60 calendar days of the Town billing for such costs.
19. The depth of the underground facilities within the right-of-way shall be a minimum of 30 inches as measured from the finished ground surface to the top of the facility or as shown on the approved plans. The depth of underground facilities crossing a town road shall be a minimum of 48 inches as measured from the lowest points of the finished pavement surface.
20. The applicant shall not remove any town sign(s) without prior town approval.

Failure to abide by the guidelines put in place by the Town of Warren or failure to obtain a permit as required will result in a fine per the fee schedule.

The permit applicant and its successors and assigns agree to indemnify and hold harmless the Town and its employees and agents from any cost, claim, suit, liability, or award that might be brought by reason or exercise of a permit issued under this Ordinance.

Owner: _____

Address: _____

Signature of Owner or Authorized Representative / Date

Special Conditions:

Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The Town Board may grant one or more extensions not to exceed 180 days cumulatively. The Town Board may require additional BMPs as a condition of an extension if they are necessary to meet the requirements of this Ordinance.

The Town Board or its designated agents may post a stop-work order if (1) any land disturbing construction activity regulated under this Ordinance is being undertaken without a permit or an approved plan; (2) an approved plan is not being implemented in a good faith manner; or (3) a permittee is failing to meet the conditions of the permit. If the responsible party does not cease activity as required in the stop-work order posted under this Ordinance and/or fails to comply with the approved plans or permit conditions, the Town Board may revoke the permit.

Ten calendar days after posting a stop-work order, the Town Board may issue a notice of intent to the responsible party of the Town's intent to perform the work necessary to comply with this Ordinance. On the fourteenth calendar day after the date the notice of intent was issued, the Town may go on the land and commence the work. The costs of the work performed by the Town under this subsection shall be paid for by the surety specified in Section VIII of the Town's Ordinance, or if no surety, shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the Town Clerk shall enter the amount due on the tax rolls and collect it as a special assessment against the property pursuant to Wis. Stat. Ch. 66, Subchapter VII.