

Town of Lincoln

54060 Four Corners Store Rd
Mason, Wisconsin 54856
lincolntown@cheqnet.net

Mark Dryer, Chairman

Kim Sturm, Clerk

Dan Vaillancourt, Supervisor

Kolene Arvidson, Treasurer

Carol Seago, Supervisor

Date

Dear Landowner,

This letter is an official notice from the Town of Lincoln regarding the statutory requirements for any excavation work or for the construction, maintenance, and repair of any culvert in a Town of Lincoln roadway. Pursuant to § 86.07(2), Wisconsin Statutes, "no person shall make any excavation or fill or install any culvert or make any other alteration in any highway (ditch right-of-way) or in any manner disturb any highway or bridge without a permit therefore from the highway authority maintaining the highway." Further, § 66.0425(2), Wisconsin Statutes, requires an individual to first apply to the Town Board for the privilege to conduct any excavation within the Town right of way or public street.

In addition to requiring a permit for any work done on a culvert, it is the landowner's responsibility to pay for any installation or replacement of a culvert at the entrance to his or her property. The Town will not purchase or pay for the installation or replacement of culverts requested by private landowners.

Wisconsin Statute § 86.05 provides that private landowners are responsible for all costs associated with the construction or replacements of culverts except in the limited circumstance where the Town is already replacing an existing highway.

These statutes require any person or entity constructing a culvert or performing any excavation on any public roadway to first obtain a permit for such work. It is the landowner's responsibility to obtain the appropriate permit and to pay for such work. For work conducted on a Town roadway, the Town of Lincoln is the entity that enforces these statutes. To obtain a permit for any excavation and/or the construction, maintenance, or repair of any culvert in a Town roadway, please contact the Town Supervisor, Daniel Vaillancourt, who can be reached at 715-765-4699.

Please Take Notice that, pursuant to § 86.07, Wis. Stats., any person excavating or installing any culvert or conducting any other alteration to a Town roadway without the appropriate permit is subject to a fine of fifty dollars (\$50.00) for a first offense, increasing thereafter for subsequent violations.

Yours Truly,

Town of Lincoln

APPLICATION FOR PERMIT
TO MAKE EXCAVATION OR FILL OR TO INSTALL CULVERT
ON A TOWN ROADWAY

Inasmuch as Chapter 86.07(2), Wisconsin Statutes, states that "No person shall make any excavation or fill or install any culvert . . . in any highway . . . without a permit therefor from the highway authority maintaining the highway . . .", the undersigned request a permit for:

The purpose of: _____

On _____, located ____ mile North of the junction with _____

Approximate starting date: _____.

Approximate completion date: _____.

APPLICANT SHALL PLACE FLAG OR MARKER IN THE DITCH VISIBLE FROM THE
ROADWAY AT THE LOCATION OF THE PROPOSED WORK.

TO BE COMPLETED BY THE TOWN

Type of driveway: _____

Proposed Land Use: _____

Side of Road: _____

Size of Culvert: _____

If no culvert, state why: _____

Date Checked: _____

By: _____

Additional Requirements: _____

Signed: _____

Town Representative

TO BE COMPLETED BY APPLICANT

Signed: _____

(applicant, owner of property)

(print name clearly)

Date: _____

Address: _____

Telephone: _____

MAIL THIS APPLICATION TO:

**Town of Lincoln
54060 Four Corners Sore Rd
Mason, WI 54856**