

**TOWN OF MERRILL**

**APPLICATION/PERMIT TO CONSTRUCT, MAINTAIN,  
AND OPERATE UTILITIES  
WITHIN ROAD RIGHT-OF-WAY**

**PERMIT #** \_\_\_\_\_  
(Issued by the Township of Merrill)

Project ID/WO#: \_\_\_\_\_

Applicant/Company: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

Plans Prepared By: \_\_\_\_\_ Email: \_\_\_\_\_

Phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

Address: \_\_\_\_\_

Location: Highway/Road Name \_\_\_\_\_

Town of Merrill: \_\_\_\_\_  $\frac{1}{4}$  \_\_\_\_\_ Sec. \_\_\_\_\_ T \_\_\_\_\_ N \_\_\_\_\_ R \_\_\_\_\_ E

Send a print plan copy that must include pedestals, hand holes, pole numbers, including footage from center of road and distance between, pedestals, hand holes, poles, back with permit application.

Description of Proposed Work (Check and Fill out all that Apply)

UTILITY TYPE:  Electric  Gas/Petroleum  Communications  Water  Sanitary Sewer

Private Line  Transmission  Distribution  Service Facility Size/Capacity \_\_\_\_\_

ORIENTATION:  Overhead  Underground  Parallel to Centerline of Road  Tunnel  Bridge Attachment

WORK TYPE:  New Construction  Improve/Repair Existing  Maintenance  Removal  Abandon in Place

CONSTRUCTION METHOD:  Plow  Trench  Direct Bore Only  Suspend on Poles/Towers

Open Cut Road  Cased  Tree Cutting/Removal Construction:  Major or  Minor

Provide any additional information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All Vehicles/Equipment at work site must display names/phone numbers of contractor and final facility owner information.

Buried facilities must be a minimum of 30 inches in depth. Road crossings are directional bore only with a minimum of 48 inches in depth. All buried facilities must be installed as far as possible to the field side of the road right-of-way.

Equipment such as pedestals, hand holes, closures, etc., must be located on the field side edge of the road right-of-way.

Aerial road crossings must be a minimum of 16 feet clearance at the center of road.

Name and phone number of Utility Representative responsible for construction:

Name: (print) \_\_\_\_\_ Phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

Address \_\_\_\_\_

**CHECK ALL THAT APPLY:**

- \$50.00 FEE - General access fee for every 2,000 ft. Total distance: \_\_\_\_\_ ft.
- \$75.00 FEE - Per bore crossing, per town road. Number of bores: \_\_\_\_\_.
- \$250.00 FEE - Utility installation requiring an open cut of pavement. Number of cuts: \_\_\_\_\_.
- \$200.00 FEE - LATE FEE - IF WORK IS PERFORMED WITHOUT PERMIT

**ALL FEES NON-REFUNDABLE**

Additional charges may apply due to change orders (must be accompanied with new mapping, if needed), deviations from original permits, and/or site visits. If work begins before the permit is approved there will be charges for all costs associated with but not limited to labor and materials.

All work must be completed by December 30th of the year the permit is approved, unless an extension is granted by the Town Board.

All work will cease due to hazardous road conditions, heavy rain, snow/ice storms, etc.

Starting Date (FIRM): \_\_\_\_\_ Restoration Date (FIRM): \_\_\_\_\_

The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions by the Town of Merrill 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.

**Permit Provisions and Conditions of Issuance**

1. Pursuant to the Wisconsin State Statutes, this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern.
2. 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 be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the applicant.
3. Any permitted facilities that are installed and found not to be in compliance with all terms and conditions of the permit shall be removed at the expense of the applicant.
4. No open cutting for crossing will be allowed where the pavement is too narrow to always maintain one-way traffic, unless the Permitting Authority has granted permission for a detour. Wherever the pavement is open, the soil shall be hauled away and the trench backfilled with sand or gravel compacted. The pavement removed for a road crossing shall be replaced using nine (9) inches of crushed lime rock and four (4) inches of hot-mixed asphalt compacted per the Permitting Authority specifications unless an exception is granted.
5. When one-way traffic or detour is used, the contractor shall provide all necessary signs, flag persons, and lights required according to the "Manual on Uniform Traffic Control Devices." When a detour is allowed, local newspapers, radio stations, law enforcement and fire authorities, postmaster, and school bus operators shall be notified by the contractor in advance of the work being started.

6. All disturbed areas shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or his/her representative. Access to all private drives and public road intersections should be maintained and all disturbed areas completely restored.

7. Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Commerce and any applicable local regulations.

8. A copy of this approval along with any plans and special provisions shall be available on the job site.

9. Appendices must be reviewed.

10. Special Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

11. The Applicant understands and agrees that the permitted work shall comply with all permit provisions and conditions by the Town of Merrill and with any special provisions listed above or attached hereto, and any and all plans, details, or notes attached hereto and made a part thereof. Noncompliance will result in work stoppage.

Authorized Representative (print)

Title \_\_\_\_\_

Authorized Representative (signature)

Date \_\_\_\_\_

Phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

By signing, I accept the terms and conditions of this application and its appendices.

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**SECTION TO BE COMPLETED BY TOWN OF MERRILL REPRESENTATIVE  
PERMIT APPROVAL BY PERMITTING AUTHORITY**

The foregoing applicant is hereby approved. The permit issued by the Town of Merrill is subject to full compliance by the Applicant with all provisions and conditions listed.

Township Representative (print)

Title \_\_\_\_\_

Township Representative (signature)

Date \_\_\_\_\_

Fee received \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date Check Issued \_\_\_\_\_

Date Check Received \_\_\_\_\_ Received By \_\_\_\_\_ Permit # \_\_\_\_\_

Note: No permit shall be issued until payment is received in full. No work shall be started until permit is approved.

**Town of Merrill Utility Permit**  
**APPENDICES**

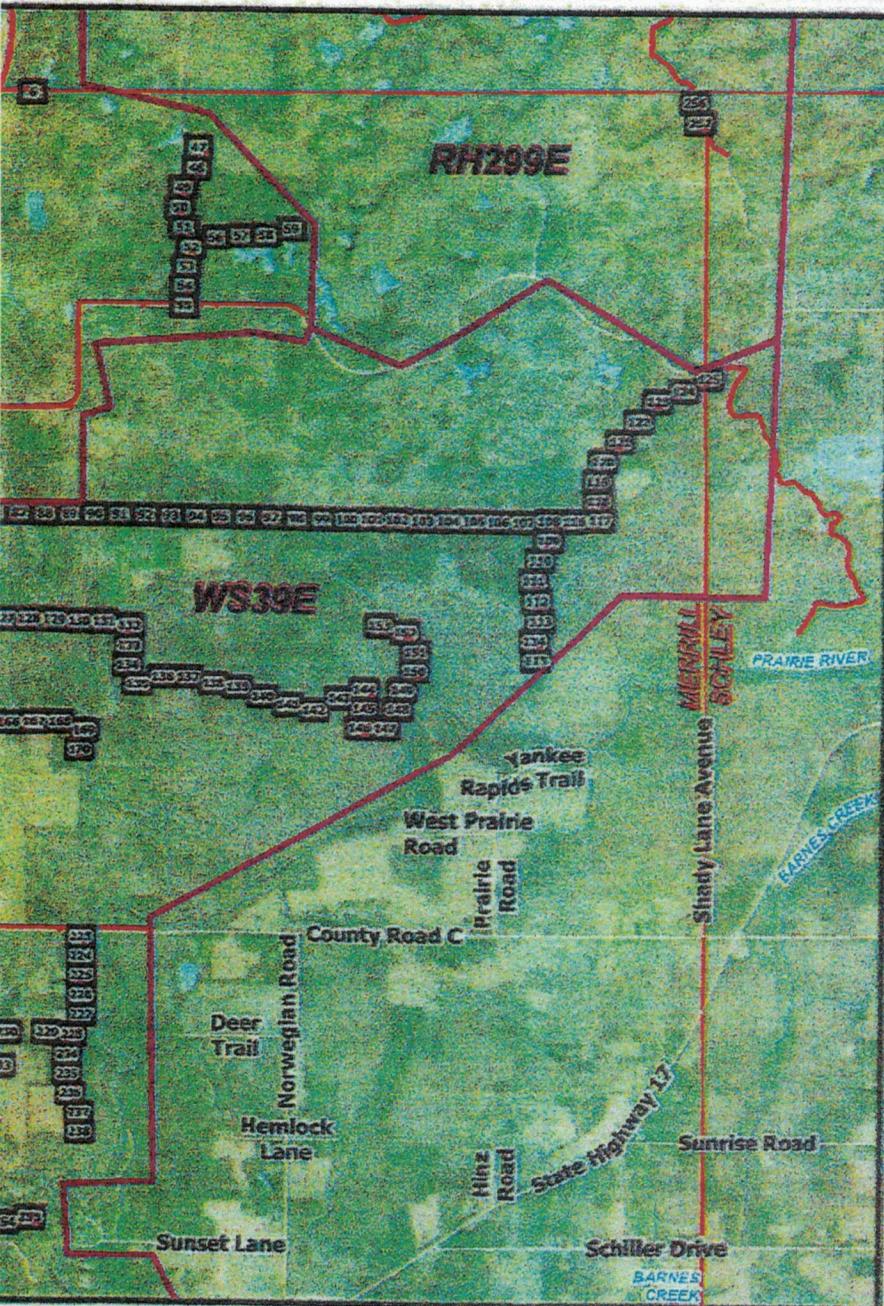
<b><u>Title</u></b>	<b><u>Page</u></b>
<b>Indemnification</b>	<b>1 - 2</b>
<b>Preferred Mapping (example)</b>	<b>3 - 5</b>
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<b>Stop Work Order Form (for Town of Merrill Representative)</b>	<b>12</b>

## **INDEMNIFICATION:**

1. APPLICANT shall indemnify, hold harmless and defend TOWN OF MERRILL, its boards, commissions, agencies, officers, employees, and representatives against any and all liability, loss (including, but not limited to, property damage, bodily injury, and loss of life), damages, costs, or expenses which the Town of Merrill, its officers, employees, agencies, boards, commissions, and representatives may sustain, incur or be required to pay by reason of APPLICANT engaging in the activities authorized by the Permit or which arise out of or are connected with, or are claimed to arise out of or be connected with any of the work done by the APPLICANT, or the construction or maintenance of facilities by APPLICANT, pursuant to the Permit, on, under, or over township right-of-way, provided, however, that the provisions of this paragraph shall not apply to liabilities, losses, costs, or expenses caused or resulting from the acts or omissions of the TOWN OF MERRILL, its agents, boards, commissions, officers, employees, or representatives. Without limiting the generality of the foregoing, the liability, damage, loss, expense, claims, demands, and actions indemnified against shall include all liability, damage, loss, expense, claims, demands, and actions for damage to any property, lines, or facilities placed by or on behalf of the APPLICANT pursuant to the permit, for any loss of data, information, or material; for trademark, copyright, or patent infringement; for unfair competition or infringement of any other so-called "intangible" property right; for defamation, false arrest, malicious prosecution or any other infringement of personal or property right of any kind whatever. APPLICANT shall at its own expense investigate all such claims and demands, attend to their settlement or other disposition, defend all actions based thereon and pay all charges of attorneys and all other costs and expenses of any kind arising from any such liability, damage, loss, claims, demands, and actions. The obligation of APPLICANT under this paragraph shall survive the expiration or termination of the Permit.
2. In order to protect itself and the TOWN OF MERRILL, its officers, boards, commissions, agencies, employees, and representatives under the indemnity provisions of paragraph 1, above, APPLICANT will at all times during the term of the Permit keep in full force and effect comprehensive general liability and

auto liability insurance policies issued by a company or companies authorized to do business in the State of Wisconsin and licensed by the Wisconsin Insurance Department, with liability coverage provided for therein in the amounts of at least \$1,000,000 Combined Single Limit (CSL). Covered afforded shall apply as primary. The TOWN OF MERRILL shall be given ten (10) days advance notice of cancellation or non-renewal. Upon issuance of the Permit, APPLICANT shall furnish the TOWN OF MERRILL with a certificate of insurance listing the TOWN OF MERRILL as an additional insured and, upon request, certified copies of the required insurance policies. If APPLICANT insurance is underwritten on a Claims-Made basis, the Retroactive Date shall be prior to or coincide with the date of issuance of the Permit, and the Certificate of Insurance shall state that coverage is Claims-Made and indicate the Retroactive date. APPLICANT shall maintain coverage for the duration of the Permit and two years thereafter. APPLICANT shall furnish the TOWN OF MERRILL, annually on the Policy renewal date, a Certificate of Insurance as evidence of coverage. It is further agreed that APPLICANT shall furnish the TOWN OF MERRILL with a 30-day notice of aggregate erosion, in advance of the Retroactive Date, cancellation, or renewal. It is also agreed that on Claims-Made policies, either APPLICANT or the TOWN OF MERRILL may invoke the tail option on behalf of the other party and that the Extended Reporting Period premium shall be paid by the APPLICANT. In the event any action, suit, or other proceeding is brought against the TOWN OF MERRILL upon any matter herein indemnified against, the TOWN OF MERRILL shall give reasonable notice thereof to APPLICANT and shall cooperate with APPLICANT attorneys in the defense of the action, suit, or other proceeding. APPLICANT shall furnish evidence of adequate Worker's Compensation Insurance.

3. In case of any sublet work under the Permit, APPLICANT shall furnish evidence that every subcontractor has in force and effect insurance policies providing coverage identical to that required of APPLICANT.
4. The parties do hereby expressly agree that the TOWN OF MERRILL, acting at its sole option and through its Risk Manager, may waive all requirements contained in paragraphs 1-3, above, such waiver to be in writing only.

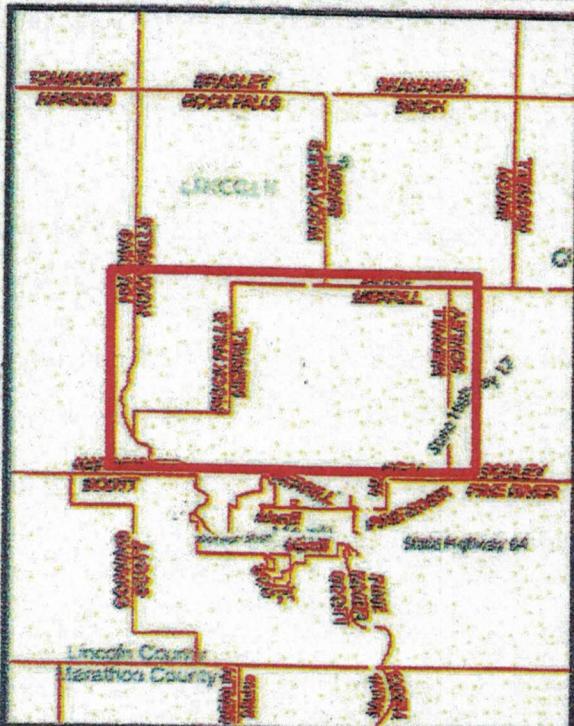


#### GENERAL CONSTRUCTION NOTES:

CONTRACTOR PERMITS OR NOTIFICATIONS HAVE BEEN COMPLETED OR APPLIED FOR BY ISS. CERTAIN AREAS DAMAGED DURING CONSTRUCTION MUST BE RESTORED TO THEIR ORIGINAL CONDITION. CONTRACTOR SHALL PROTECT EXISTING PROPERTY IRON DURING CONSTRUCTION AND RESET BY A LICENSED LAND SURVEYOR. EXCAVATIONS SHALL NOT BE ALLOWED WITHOUT CONCURRENCE OF DESIGNER. BRUSH AND TREE REMOVAL IS THE RESPONSIBILITY OF THE CONTRACTOR WITH THE FOLLOWING CONDITIONS: ALL BRUSH AND TREES REMOVED AND DISPOSED OF BY THE CONTRACTOR. STOKE TURNED UP DURING PLACEMENT MUST BE REMOVED BY CONTRACTOR OR PLACED BACK IN TRENCH DURING RESTORATION SO AS TO BE A HAZARD FOR VEHICLE OR FOOT TRAVEL. CHANGES IN GRADE SUCH AS SEAMS AND DITCHES SHALL BE GRADUALLY SLOPED AND RESTORED TO THEIR NATURAL STATE OTHERWISE SPECIFIED BY THE DESIGNER. THE CABLE PLACING DEPTHS ARE:

TELEPHONE CABLE  
DEPTH IN SOIL: 36"  
DEPTH AT ROAD CROSSING: 60" (IN RURAL AREAS)

CONTRACTOR IS RESPONSIBLE FOR PLACING ROAD GRAVEL IN ALL HOLE HOLES PLACED OR ENTERED. 14" BED OF ROAD GRAVEL SHOULD BE PLACED PRIOR TO SETTING HOLE HOLES. TYPE HEX HEAD THREADED GROUND ROD CLAMPS SHOULD BE USED TO FASTEN GROUND WIRE TO GROUND RODS IN HOLE HOLES. NO TEST STATIONS. DUCT & TRACER WIRE SHOULD BE TAGGED BY CONSTRUCTION CONTRACTOR. DUCTS 50' FT. MAY BE BROKEN UP INTO SHORTER BORES FOR CONTRACTOR'S CONVENIENCE, WITH THE EXCEPTION TO PLACING IN WETLANDS WHICH WILL HAVE TO BE APPROVED BY DESIGNER. D WETLAND BORE PITS SHOULD BE RECEIVING PITS ONLY, PREFERABLY COUPLING OF DUCTS BE COMPLETED BY HAND-DIGGING. SET UP THE BORE RIG IN WETLANDS, WITHOUT PRIOR AUTHORIZATION. CONSTRUCTION TO MEET NEC AND RUS SPECIFICATIONS. PLACEMENT OF FACILITIES IS BASED ON DESIGN AND PLANNING LOCATES OBTAINED THROUGH THE STATE ONE CALL SYSTEM. PLACEMENT IS SUBJECT TO CHANGE BASED ON FIELD LOCATES ENCOUNTERED DURING CONSTRUCTION. PERMIT BOOK WILL BE PROVIDED PRIOR TO CONSTRUCTION. THE CONSTRUCTION CONTRACTOR IS RESPONSIBLE FOR FOLLOWING ANY AND ALL STIPULATIONS SET FORTH BY THE PERMIT ENTITIES.



Key Map (see additional page)

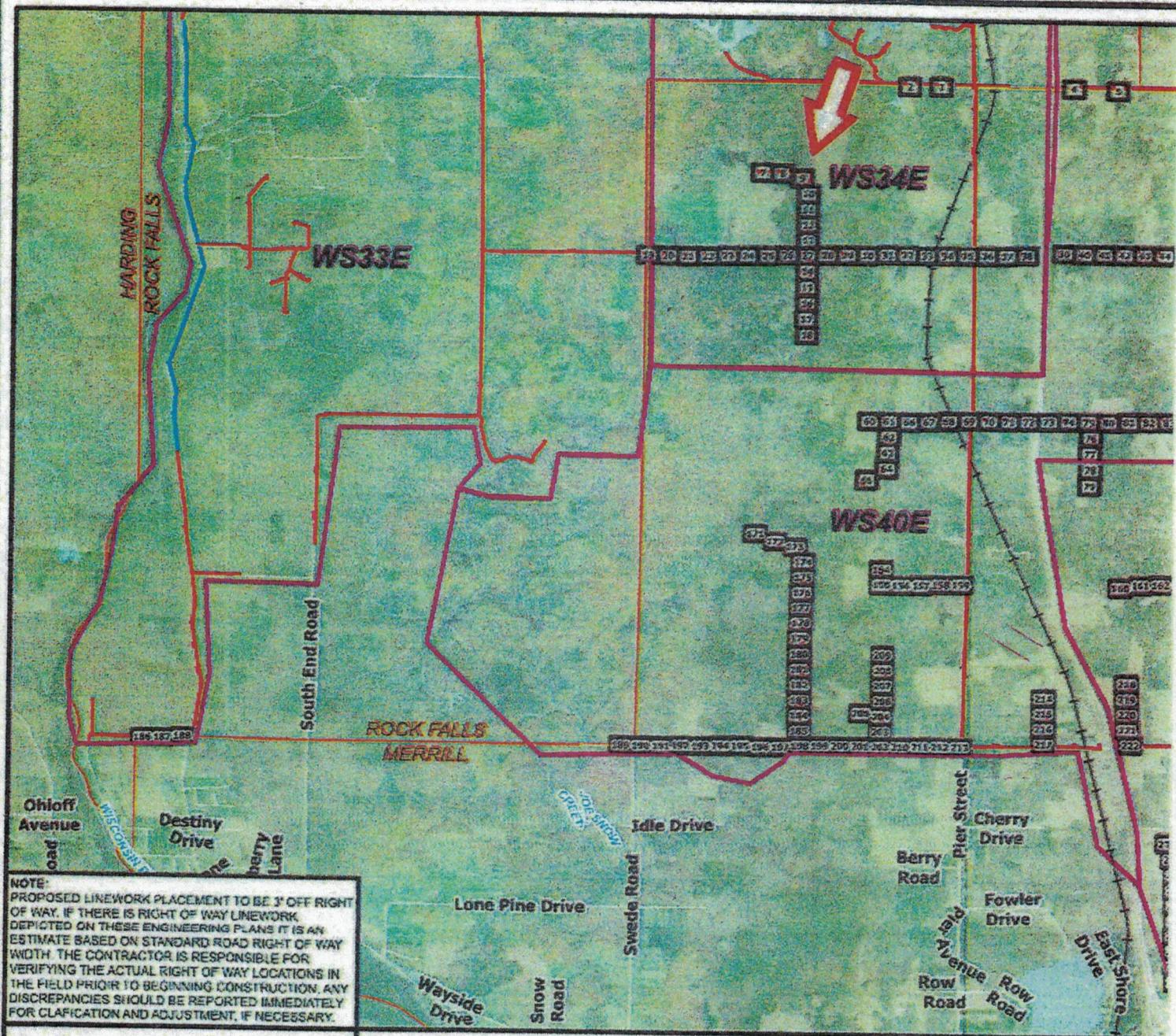
## Town of Merrill Plan View Lincoln County, WI

### Legend

- Proposed Aerial (TYP)
- Proposed Bore (TYP)
- Proposed Plow (TYP)
- Municipal Boundaries
- OLT Boundary



Scale: 1 in. = 4,817'



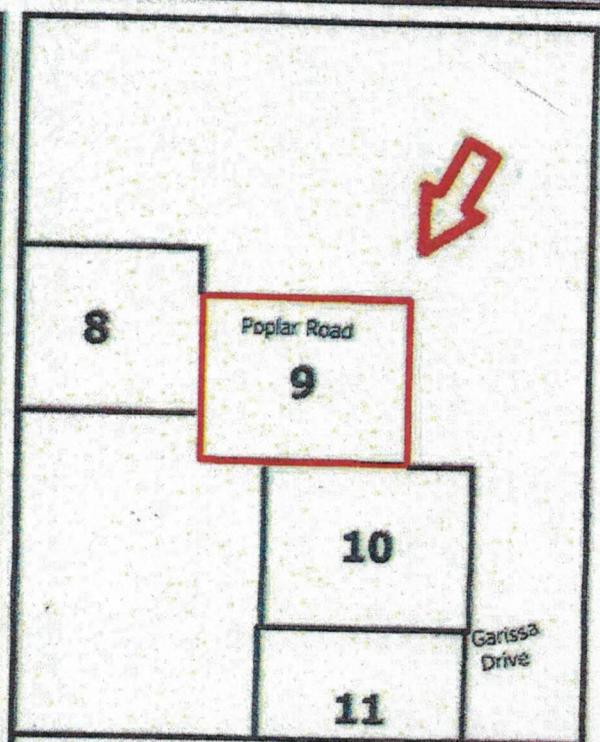
**DIGGERS HOTLINE**

Dial **811** or (800) 242-8511

[www.DiggersHotline.com](http://www.DiggersHotline.com)

**GIS MAP DISCLAIMER:**

INFORMATION FOR THE BOUNDARY / LOT LINES, AND UNDERGROUND UTILITIES SHOWN WAS DERIVED FROM DIGITAL DATABASES AND IS FOR INFORMATIONAL PURPOSES ONLY. DATA MAY NOT HAVE BEEN PREPARED FOR, OR BE SUITABLE FOR, LEGAL ENGINEERING, OR SURVEYING PURPOSES.



### Preferred Mapping with Details

## **Town of Merrill Plan View Lincoln County, WI**

## Legend

- Proposed Pedestal (TYP)
- Proposed Bore Pit (TYP)
- BORE Proposed Bore (TYP)
- PLOW Proposed Plow (TYP)
- Road Right of Way
- Road Centerline
- Parcels - Polygon



Scale: 1 in. = 50'

## **MAINTENANCE RESPONSIBILITY**

### **Utility Policy Memorandum**

**To:** All Utility Companies with Facilities on Roads within the County

**Re:** Utility Marker Installation Policy

**Utility Marker Installation Effective Dates:**

**All New Equipment/Line Service: Upon Installation of Device**

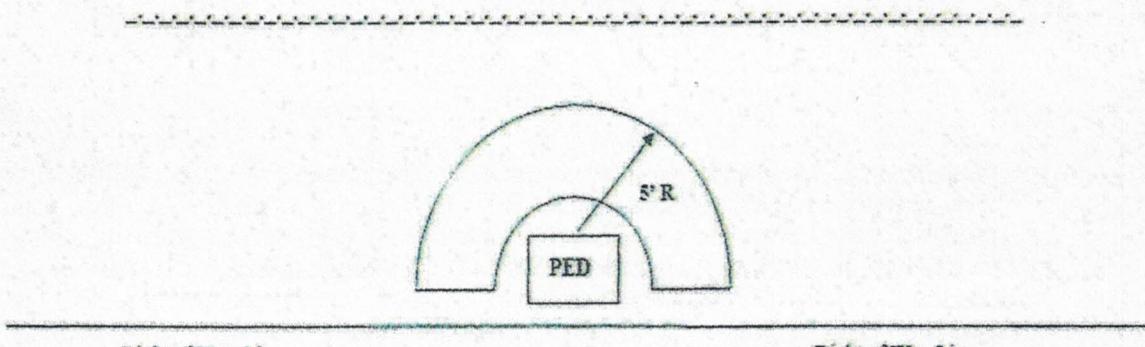
**All Upgrading/Repairing Equipment/Line Service: Upon Installation of Upgrade/Repair**

**Any Existing Equipment/Line Service:**

**High Visibility Pedestals/Cabinets Utility Markers**

As per the Utility Accommodation Policy and to reduce accidental damage to telecommunications pedestals or any other utility fixtures, a highly visible utility marker shall be installed on each pedestal/fixture in all right of way areas that will have a tall grass, snow covered and vegetation/brush overgrowth areas. The markers shall be installed and maintained by the utility to be visible to vegetation mowers, brush cutters, snowplows and other right of way maintenance equipment. Utility markers are available to fit all varieties of topography and the type (height) of pedestal/fixture being installed, which generally would be 4' to 6' in length. The utility markers shall have a bright reflective tape placed on the top 12" of the utility marker. The reflective material may have orange and/or white striping material. The maintaining utility company shall also maintain a 5' vision clear zone (180 degrees in the right of way area) in the pedestal/fixture area of any/all brush and/or trees (See diagram below).

ROAD TRAVEL LANES



Right of Way Line

Right of Way Line

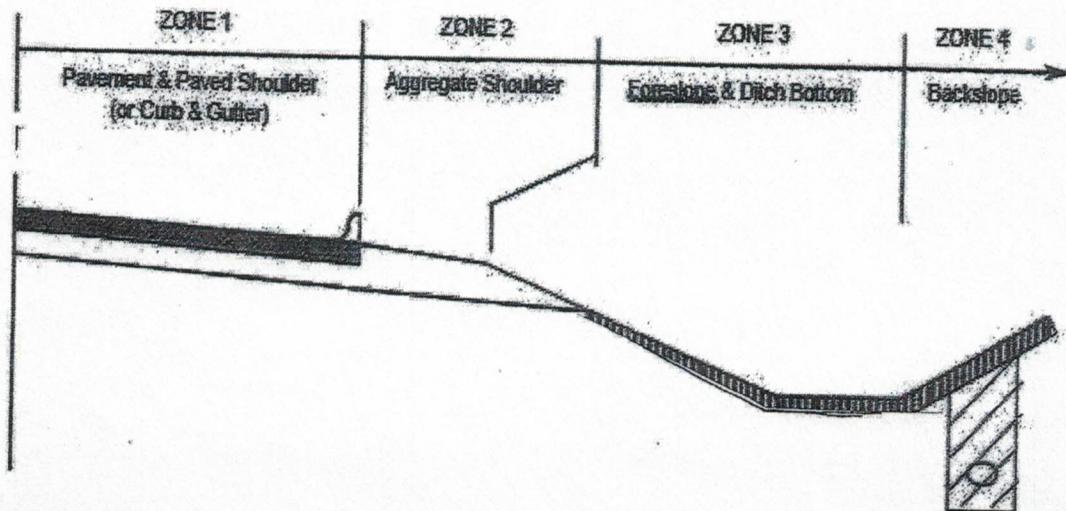
**66.0831 Interference with public service structure.** A contractor with a contract for work upon, over, along or under a public street or highway may not interfere with, destroy or disturb the structures of a public utility, including a telecommunications carrier as defined in s. 196.01 (8m), encountered in the performance of the work in a manner that interrupts, impairs or affects the public service for which the structures may be used, without first obtaining written authority from the commissioner of public works or other appropriate authority. A public utility, if given reasonable notice by the contractor of the need for temporary protection of, or a temporary change in, the utility's structures, determined by the commissioner of public works or other appropriate authority to be reasonably necessary to enable the work, shall temporarily protect or change its structures located upon, over, along or under the surface of a public street or highway. The contractor shall pay or assure to the public utility the reasonable cost of the temporary structure or change, unless the public utility is otherwise liable. If work is done by or for the state or by or for any county, city, village, town sanitary district, metropolitan sewerage district created under ss. 200.01 to 200.15 or 200.21 to 200.65 or town, the cost of the temporary protection or temporary change shall be borne by the public utility.

## TRENCH LOCATION DETAILS

All utilities must be placed as close to field side of road right away as possible

1

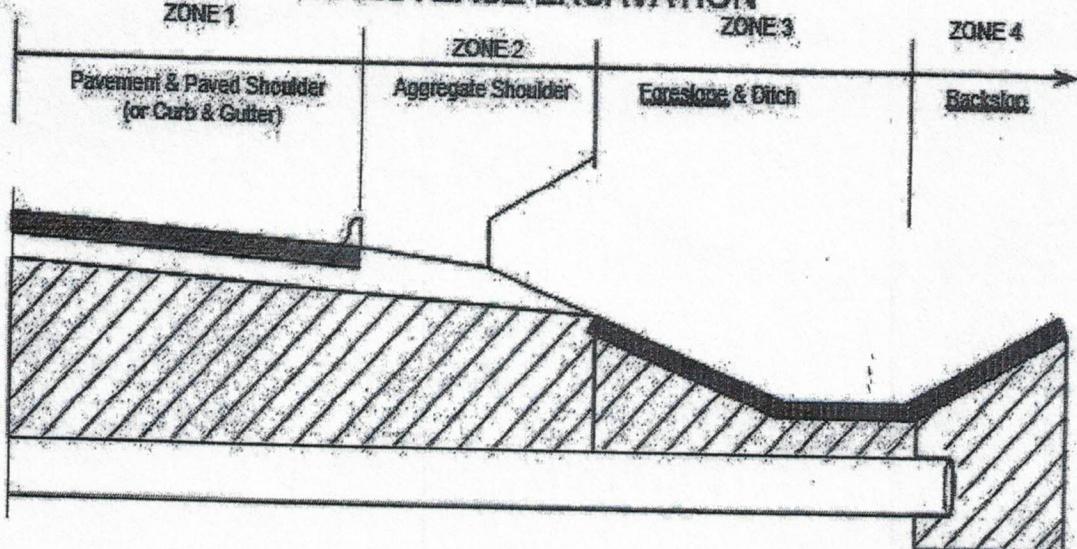
### LONGITUDINAL EXCAVATION



### BACKFILLING EXCAVATION DETAIL DRAWINGS

2

### TRANSVERSE EXCAVATION



## SECTION 105 – OPEN TRENCH POLICY AND SURFACE RESTORATION DETAIL

Open trench methods may be allowed, provided the following requirements are met;

- Pavement condition is a PASER rating of 5 or less;
- Applicant/Owner shall own the property on both sides abutting the right-of-way if the facility is capable of conveying surface water from one side of the highway to the other, or if the area is enrolled in an established drainage district, or the abutting property owner(s) have signed a right of easement or access agreement to allow free access across the parcel(s) for the utility.
- Applicant/Owner agrees to own the facility, pipe, casing, or structure being installed and accepts the perpetual maintenance responsibility of the facility and the excavation in accordance with this Utility Accommodation Policy;
- Inspection of the installation shall be at the Applicant/Owner's expense;
- Slurry backfill may be required if native soils are deemed unacceptable (WisDOT slurry backfill formula from Highway Maintenance Manual 09-15-45 or equal);
  - Place material in clean concrete mixer truck and mix following (water amount as provided).
  - Run at mixing speed for 1 full minute to ensure even mixture prior to placement.
  - More Flowable (for each cubic yard): Sand = 1,600 pounds; #1 Stone = 1,400 pounds; #2 Stone = 1,000 pounds; Water = 25 gallons
  - More Rigid: subtract 400 pounds of #1 Stone and add 400 pounds of #2 Stone to Flowable formula.
- Surface restoration and backfill activities shall meet the conditions of the UAP.

Saw cut match joint:  
clean, even cut  
minimum 1 ft back from edge of excavation.

Replace surface asphalt with minimum 4" HMA:  
2" Binder = 3LT 5828S  
2" Surface = 4LT 5828S

Minimum 12" of 3/4" or 1 1/4" GABC

Native material allowed if suitable for structural fill  
Otherwise, granular fill required

Granular fill required  
around and 6" over top of  
the installed conduit(s).  
Compaction required  
around the haunch.

All backfill materials to be free of rocks, large stones, roots, stumps, or any other deleterious materials.  
Place and compact in minimum lift heights of 12"; provide suitable mechanical methods.  
Compact soils to minimum 93% standard proctor or 90% modified proctor criteria per ASTM.

## **ENVIRONMENTAL DISCOVERY CHECKLIST for UTILITY PERMIT #**

If environmental conditions are discovered in the road right-of-way, **STOP WORK IMMEDIATELY** and be prepared to report the following information to the Authorized Representative listed on the Utility Permit.

### **SITE LOCATION**

Township of Merrill road name: \_\_\_\_\_

Distance from nearest public road, intersection, or landmark: \_\_\_\_\_

Name/description of nearest road, intersection, or landmark: \_\_\_\_\_

### **ENVIRONMENTAL CONDITION:**

#### **1. Archaeological/Historical**

What was found (burials, foundation, arrowheads): \_\_\_\_\_

Is the location of the find marked? Yes / No If yes, how is it marked: \_\_\_\_\_

Approximate area of the find (dimensions): \_\_\_\_\_

Was the State Historic Preservation or Burial Sites Office notified? Yes / No By whom: \_\_\_\_\_

Name of contact notified: \_\_\_\_\_ Phone: \_\_\_\_\_

#### **2. Contaminated Sites, UST's LUST's**

What was found: \_\_\_\_\_

Appearance of soils or liquid: \_\_\_\_\_

Odor of soils or liquid: \_\_\_\_\_

Contamination uncovered: \_\_\_\_\_

Approximate area of the find (dimensions): \_\_\_\_\_

If tank, does it contain liquid? Yes / No If yes, describe (gasoline, diesel, varnish, unknown): \_\_\_\_\_

Soil type(s) encountered (sand, gravel, clay, till): \_\_\_\_\_

Depth to groundwater (if known): \_\_\_\_\_

History of land use if known (site as a prior business): \_\_\_\_\_

Is the location of the find marked? Yes / No If yes, how is it marked: \_\_\_\_\_

Was the DNR notified? Yes / No By whom: \_\_\_\_\_

Name of contact notified: \_\_\_\_\_ Phone: \_\_\_\_\_

Was WisDOT notified? Yes / No By whom: \_\_\_\_\_

Name of contact notified: \_\_\_\_\_ Phone: \_\_\_\_\_

Was the Bureau of Environment notified (not utility responsibility): Yes / No By whom: \_\_\_\_\_

Name of contact notified: \_\_\_\_\_ Phone: \_\_\_\_\_

Any other contacts notified: \_\_\_\_\_

#### **STATUS OF PROJECT:**

Has work stopped in the area: Yes / No If No, STOP WORKING IMMEDIATELY!

Has the area been secured (fenced, staked, roped off)? Yes / No

Can project continue in another area? Yes / No If Yes, for how long: \_\_\_\_\_

Can the affected area be avoided and the utility facility placed in another location? Yes / No

Has any completed utility work been clearly marked (staked, paint-marked, flagged)? Yes / No

Is any of the completed utility facility active, energized, etc.? Yes / No

Is this utility being relocated to facilitate a road project? Yes / No

#### **RESUMING WORK:**

Did WisDOT indicate a timeframe in which someone would respond? Yes / No

If Yes, what is the timeframe: \_\_\_\_\_

Who will authorize resuming work: \_\_\_\_\_ Phone: \_\_\_\_\_

#### **AUTHORIZATION TO RESUME WORK:**

Name of authorizing agent (print): \_\_\_\_\_ Title: \_\_\_\_\_

Signature of authorizing agent: \_\_\_\_\_ Date: \_\_\_\_\_

Agent phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

RETURN THIS TOWN OF MERRILL  
**UTILITY COMPLETION CERTIFICATE**  
WHEN SITE IS RESTORED

Town of Merrill Permit #: \_\_\_\_\_

Date of completion: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Company Contact: \_\_\_\_\_

Phone (office): \_\_\_\_\_ (cell): \_\_\_\_\_

The work requested under the above-mentioned highway/road permit has been completed. The Town of Merrill can now review the affected right-of-way to ensure proper restoration has been made. If site restoration is not satisfactory, all pending and future permits will be suspended.

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Return completed form (via mail or email) to:

Town of Merrill  
W4594 Progress Ave  
Merrill WI 54452

clerk-treasurer@townofmerrillwi.gov

715-536-4383

**STOP WORK ORDER for TOWN OF MERRILL UTILITY PERMIT #**

This Stop Work Order has been ordered by the Town of Merrill, Lincoln County, Wisconsin

You are hereby ordered to cease and desist with all work associated with this permitted project.

## SITE LOCATION

Township of Merrill road name: \_\_\_\_\_

Distance from nearest public road, intersection, or landmark:

**Name/description of nearest road, intersection, or landmark:**

**CONDITION RESULTING IN STOP WORK ORDER**

The following situation has occurred, which is resulting in the Stop Work Order:

**THE FOLLOWING CORRECTIVE ACTION IS REQUIRED:**

**NOTE: Only work to correct the above listed defect may take place. No other work on this project shall commence until the defect is corrected to the satisfaction of the Town of Merrill.**

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Town of Merrill Authorized Representative (print)

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**Title**

---

Town of Merrill Authorized Representative (signature)

---

Date \_\_\_\_\_

Town of Merrill Representative Phone (office):

(cell):

**Order delivered to:**

Company Authorized Representative (print)

---

Company name (print)

---

Company Authorized Representative (signature)

---

Date \_\_\_\_\_

Note: Two copies required; one for Town of Merrill and one for Company Authorized Representative.