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| **Wisconsin Department of Transportation**Northeast Region944 Vanderperren WayGreen Bay, WI 54304 | **Tony Evers, GovernorCraig Thompson, Secretary**wisconsindot.govTelephone: (920) 492-5643FAX: (920) 492-5640Email: ner.dtsd@dot.wi.gov | https://wisconsindot.gov/PublishingImages/about-wisdot/newsroom/photo-gal/Logo/web/wisdot-agency-name-logo-black-rgb.gif |

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| January 23, 2019 |   |   |   |
| John SchoenCity of Seymour445 Municipal DrSeymour WI 54165-1056  |   |   | **TRANS 220 PROJECT**PROJECT PLAN TRANSMITTALWORK PLAN |

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| RE:  | Design Project ID: 6570-08-00 |
|   | Construction Project ID: 6570-08-73 |
|   | SEYMOUR - ANGELICA |
|   | STH 54-LAKE ROAD |
|   | STH 55, OUTAGAMIE County |

The information in this letter is meant to satisfy the legal requirements of Wisconsin Statute 84.063 and Administrative Rule Trans 220.

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|   | **1.** | **Please complete and return the Project Plan Acknowledgement portion of the DT1078, Project Plan Transmittal form within seven days of your receiving it.**  |
| **2.** | **Within 60 days you’ll need to submit a work plan to describe what relocations will be required by this project. WisDOT form DT2236, Utility Worksheet, is enclosed to help you develop a complete work plan.**  |

Within the limits of this project, your company has facilities, some of which may be in conflict with this proposed project. The final responsibility for conflict identification lies with you.

Facilities and/or easements owned by your company have been identified in areas of proposed new right-of-way being acquired for this project. It will be necessary to acquire easement rights from your company, as well as provide for reimbursement of the eligible relocation work. Releases and agreement documents will be sent at a later date.

In connection with the agreement, on behalf of WisDOT, you are now authorized to prepare plans, estimates, and sketches documenting the anticipated relocation work. Base your estimate on standard accounting practices and applicable portions of the *Code of Federal Regulations 23, Part 645, Subpart A-Utility Relocations, Adjustments and Reimbursement.* Include appropriate credits for used life, salvage, and betterment, or a statement declaring there are none.

The plan should show both the present affected facility and the relocated or replacement facility with ties to highway stationing so that the location can be readily identified.

Remember that in fill sections and in transitions between cuts and fills, it is common for cuts from 6” to 18” to occur when removing the existing pavement or topsoil, before the fill is added. Further, pay particular attention to ditch cuts; culvert, end wall, and cattle pass replacements and extensions; and driveway construction. All of these seemingly minor operations can affect your facilities in major ways.

Enclosed are the following:

1.     DT1078, *Project Plan Transmittal.* **Must be returned within seven days.**

2.     An approved Trans 220 project plan for design of utility facility alterations or relocations.

3.      DT2236, *Utility Worksheet*.

4.      List of utility facility owner contacts. This list may help you coordinate any relocation work with other utility owners.

**DEADLINES:**  As stated on the DT1078, please submit the enclosed DT2236, Utility Worksheet and sketches by March 24, 2019. This project’s design complete date is May 1, 2020 with a construction bid letting scheduled for November 10, 2020.

I would like to thank you in advance for your cooperation and assistance in our project development efforts. If you have any questions about this project, please contact me.

Becky Reese

Utility Coordinator

Northeast Region

(920) 492-3504

Becky.Reese@dot.wi.gov

Enclosures: As stated