



Request for ATV/UTV Route on a Marinette County Highway

Non-Refundable Permit Fee: \$100.00

Read all instructions to ensure a complete application

Date: _____

Name of Club/Association/Municipality: _____

Point of Contact Name: _____

Daytime phone number: _____

- Reason for Request: To connect a trail to a trail or a trail to route with no alternate options.
 (Check all that apply) To resolve safety issues
 To provide access to businesses or services
 Provide the minimum necessary for a local municipality to connect local routes within the community or to an adjoining community

Specific explanation of reason: _____

List all Municipalities within proposed route: _____

Road Name & Location: _____
(highlight route on map)

Starting at: _____

Ending at: _____

Proposed ATV/UTV speed limit: _____ Alternative Route Available: Yes No

What alternatives have been considered? _____

Name and Title of authorizing person: _____

This request has been approved by the above named Club/Association/Municipality and I am authorized to expend funds on their behalf for required materials/signs:

Signature of authorizing person

Attachments:

Maps (quantity)

Meeting minutes

Mailing Address: _____

For Use by Highway Dept. only: Insert date and attach safety reviews, minutes, correspondence

Safety Review Approved Yes No Rejected/Approval Notice Sent to Requestor

Infrastructure Committee County Board

Instructions for completing "Request for ATV Route on Marinette County Highway" form
Legal basis: Marinette County Code of Ordinances, Chapter 7 Traffic Code, Sect. 7.09

Only an official ATV Club/Association or Municipality may submit a request form. All information must be provided as well as required attachments. Incomplete forms will be rejected. If more space is needed, attach an additional sheet of paper. PLEASE TYPE OR PRINT LEGIBLY

Point of Contact: Person with detailed knowledge of the route. May be different from authorizing person.

Specific reason for request and explanation: Only the listed reasons are authorized by Chapter 7 Traffic Code. Provide specific information/justification on how the requested route will accomplish each goal checked.

List all Municipalities within proposed route: All Towns, Villages, and/or Cities the proposed route will enter into.

Road Name and Location: Be specific and include location identifiers, such as intersections, businesses or residences including addresses, and approximate distances. If the route includes more than one road or municipality list them in order of travel and note travel direction. Example: from intersection of Cty X and County Forest Rd 123, approx. ½ mile west on Cty X to Bubba's Pub (N78910 Cty X).

Highlight requested route(s) on maps and attach to request form. Maps to be used are located on the Marinette County Highway Department website. Include maps for all jurisdictions impacted.

Alternative route(s): If alternative route is available, describe the route and reasoning why it was not selected as the route.

Authorizing person: Must be in a position to authorize funding for signs for the requesting party, i.e. Club President, Town Board Chair, Mayor. Attach meeting minutes in which the requesting party approved applying for this route request.

Send completed request with all attachments to:
Marinette County Highway Commissioner
501 Pine St.
Peshtigo WI 54157

Marinette County Highway Department has the sole responsibility for determining the number of signs needed and their placement on County highways. Marinette County Highway Department is responsible for installation of signs.

The requestor shall provide the required signage upon written request of the Highway Department within fourteen (14) calendar days. Signs shall be uniform all-terrain vehicle route signs in accordance with s. NR 64.12(7) WI Administrative Code. Requestor is responsible for the cost of materials and signs.

Completed requests will be reviewed by the Highway Commissioner and the Sheriff's Office will conduct a safety review prior to submission of request to the Marinette County Infrastructure Committee. The Marinette County Infrastructure Committee will review application request recommendations and will forward approved recommendations to the Marinette County Board of Supervisors. Requestor will be notified of the Board's decision and provided a list of required signs.

Approved routes will not be open until completely signed.