



Request for ATV/UTV Route on an Oconto County Highway

Non-Refundable Permit Fee: \$150.00

Read all instructions to ensure a complete application

Date: _____

Name of Club/Association/Municipality: _____

Point of Contact Name: _____

Daytime phone number: _____

- Reason for Request: (Check all that apply)
- To connect a trail to a trail or a trail to route with no alternate options.
 - 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:

Attachments:

Signature of authorizing person

____ Maps (quantity)
____ Meeting minutes

Mailing Address: _____

For Use by Highway Dept. only: Insert date and attach safety reviews, minutes, correspondence	
_____ Sheriff Review Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	_____ Rejected/Approval Notice Sent to Requestor
_____ Highway Committee	_____ County Board

Instructions for completing "Request for ATV Route on Oconto County Highway" form
Legal basis: Oconto County Code of Ordinances, Chapter 27 All Terrain Vehicles

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: 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 XYZ's Pub (N78910 Cty X).

Highlight requested route(s) on maps and attach to request form. 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, Club Treasurer. Attach meeting minutes in which the requesting party approved applying for this route request and town board minutes approving route.

Send completed request with all attachments to:

Oconto County Highway Commissioner
PO Box 138
Oconto, WI 54153

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

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 Oconto County Highway Committee. The Oconto County Highway Committee will review application request recommendations and will forward approved recommendations to the Oconto 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.