



April 21, 2009

Dear Resident,

Construction is set to begin the week of April 20th on the Village in the Meadows Urbanization. This project will directly affect residents on Twin Willows Drive, Longwood Lane, Oakdale Lane, Windsong Lane, Rambling Rose Drive, Bittersweet Court, Country Run Drive, Spicewood Lane, and Whitney Drive. You will need to be aware of several things as construction proceeds.

Contacts

If you have any issues during construction, please feel free to contact us.

Project Engineer – OMNI Associates, Inc.	
Robert Givens 920-830-6171 Bob.givens@omni.com	Todd Schneider 920-830-6184 Todd.schneider@omni.com
Prime Contractor	Utility Contractor
MCC, Inc. John Carpenter 920-378-4636 john.carpenter@murphyinc.org	Jossart Bros. Inc. Jason Hermsen 920-371-0819 jjhersen@tds.net
Town of Grand Chute	
Thomas Marquardt 920-832-4771 thomas.marquardt@grandchute.net	Mark Heling 920-832-4776 mark.heling@grandchute.net

Updates and Scheduling

Weekly updates will be posted every Wednesday to our website <http://www.omni.com/projects-active.html> and the Town's website www.grandchute.net. A tentative schedule will be posted here as well.

Additional Work

The contractor is required to repair or replace portions of each driveway, matching the existing material and width. Also the contractor is responsible for providing a storm sewer connection to all visible downspout and sump pump discharges draining to the existing ditch. Additional costs will be based upon the actual quantities placed using the contract unit prices, plus a 5% administration fee. If you would like a change in the driveway material or width or would like an additional storm lateral for your sump pump, a "Waiver of Special Assessment Notices and Hearings" will be required to be filed with the Town. Samples of this waiver are attached to this letter. If you wish to proceed with additional construction, please contact Thomas Marquardt from the Town of Grand Chute for processing before May 8th for a sump pump connection or June 1st for a driveway change.

Sump Pump or Downspout Connections

The utility contractor will be responsible for connecting existing sump pump and downspout ditch discharges to the proposed storm sewer as a part of this project. The initial survey of the subdivision was completed with a substantial amount of snow on the ground. In the next week, we will be documenting the visible locations of sump pump and downspout discharges to the road ditches. We ask that you expose or mark your sump pump or downspout lines at the ditch line so that they are clearly visible. If your current sump pump line discharges to the back of your house, you do not have to relocate your sump pump line to the front.

Work Outside the Right-of-Way

Some construction just outside the right-of-way will be required in order for us to properly tie in the yards and driveways with the new construction. In order for us to complete this, a construction permit will be required. These construction permits will be mailed out in the next few weeks. These construction permits will require you to execute them and return them to the Town. Again these construction permits will allow your yard and driveway to match the balance of the project.

Existing Landscaping Inside the Right-of-Way

The typical right-of-way is 66' in Village in the Meadows. So typically your lot will start 33' from the centerline of the road. Any plants or landscape materials within 33' of the centerline that you wish to save must be removed prior to construction in your area.

Access to Driveways

You should be able to get to your driveway during much of the project. The exceptions will be when they are working adjacent to your lot and once the string line is put up for curb placement. The contractor will be excavating one block at a time to minimize the disturbance. You may be asked to park on an adjacent street during the construction of your block. Once the string is put up this summer you will not be able to drive across the curb for seven to ten days. You will be allowed to park on the street in front of your home during this time. The contractor will be responsible for notifying you at least 24-hours in advance of any driveway access restrictions.

Access Along the Construction Route

The Town and contractor will do their best to maintain access through the construction site; however, road closures on a block by block basis may require the contractor to institute temporary closures. These closures will cause temporary detours but access will still be provided.

Refuse Collection

Refuse will still be picked up on the same day it is currently. If refuse cannot be picked up in front of your home due to the construction, you may need to place your refuse on the nearest adjacent side street.

Mail Delivery

Residents directly affected by the road construction will have their mail box picked up and moved to the front yard. Mailboxes removed for construction will be stored at each residence. The contractor will reinstall mailboxes toward the end of construction. During construction, mail delivery will be made via group boxes within the subdivision. The contractor will be coordinating with the post office and will notify you of the location of your temporary mail box during construction.

Water Service

The Town intends to provide water service during the entire project and water service disruptions will be kept to a minimum. However, it may be necessary to temporarily shut down the watermain during storm sewer installation. The Town will notify you one day prior to any foreseen water service disruptions. You will be notified of any unforeseen disruptions (i.e. watermain break, discovery of a bad valve, etc.) as soon as possible after shut down.

Culvert Pipes

The contractor will place your discarded driveway culvert pipe and/or ditch enclosure pipe in your yard when the storm sewer is installed. You own this culvert pipe and may keep it but it must be removed from the right-of-way. If the pipe is not claimed within one week, the Town will dispose of it.

Sidewalk & Decorative Lighting

The Town conducted a survey of the residents in the subdivision regarding sidewalk and decorative lighting. The survey indicated a majority of homeowners were not interested in either. The results of the survey are attached.

Summary

We appreciate your understanding during this construction project. We will work to minimize any inconvenience and we know the finished roadway will make this process worthwhile. Again, if you have any questions please feel free to contact us.

April 20, 2009

Village in the Meadows Subdivision

Re: Survey Results for the Decorative Street Lighting and Sidewalks

Dear Resident:

As you may be aware, the Town had sent out a questionnaire post card on the options of adding decorative street lighting and sidewalks to the urbanization project. The results as of April 17th are as follows:

Replacement of the existing wooden poles and cobra-head streetlights with decorative street light fixtures	YES	33	29.5%
	NO	79	70.5%

Addition of sidewalks along one or both sides of the subdivision streets.	YES	9	8.0%
	NO	103	92.0%

We received an 83% response from the residents of the subdivision.

As a result of the survey, the existing street lighting will remain with the possible addition of several mid-block lights. This would be done as part of the urbanization project and not involve an additional cost to the property owners.

The addition of sidewalks received an overwhelmingly negative response. The sidewalk survey was generalized over the entire subdivision. If in the future, a specific route can rally support, another request for sidewalks can be made to the Town Board.

If you have any questions about the survey or its results, please contact me

Sincerely,



Thomas J. Marquardt, P.E.
Director of Public Works
Town of Grand Chute

TJM/sl

c: Grand Chute Town Board

TOWN OF GRAND CHUTE

**WAIVER OF SPECIAL ASSESSMENT NOTICES AND HEARINGS
UNDER S.66.0703 WISCONSIN STATUTES**

I, the undersigned owner(s) of property benefited by the following described, proposed improvement to be made by the Town of Grand Chute, Outagamie County, Wisconsin, to wit:

Six (6) inch concrete driveway, including preparation:

_____ ft. (length) by _____ ft. (width).

Total Estimate: _____

in consideration of the construction/installation of said improvement by the Town of Grand Chute, Outagamie County, Wisconsin, we hereby admit that such improvement will benefit our properties and consent to the levying of special assessments against our premises under S.66.0703 of the Wisconsin Statutes, for the cost of such improvement.

In accordance with S.66.0703 (7)(b) of the Wisconsin Statutes, we hereby waive all special assessment notices and hearings required by S.66.0703 of the Wisconsin Statutes, and we further agree and admit that the benefit to our properties, from the construction/installation of such improvement, is in proportion to the assigned costs.

Description of any additional services requested in conjunction with the above mentioned improvements:

Total estimate: _____

5% Administration fee: _____

Grand Total: _____

Signature

Town Official

Owner's Name (please print)

Date

Address of Property: _____

Mailing Address: _____

Date: _____

NOTE: Any revisions to the above mentioned services will require an amended waiver.

TOWN OF GRAND CHUTE

**WAIVER OF SPECIAL ASSESSMENT NOTICES AND HEARINGS
UNDER S.66.0703 WISCONSIN STATUTES**

I, the undersigned owner(s) of property benefited by the following described, proposed improvement to be made by the Town of Grand Chute, Outagamie County, Wisconsin, to wit:

Three (3) inch mat, preparation, and bituminous paving of driveway:

_____ ft. (length) by _____ ft. (width).

Total Estimate: _____

in consideration of the construction/installation of said improvement by the Town of Grand Chute, Outagamie County, Wisconsin, we hereby admit that such improvement will benefit our properties and consent to the levying of special assessments against our premises under S.66.0703 of the Wisconsin Statutes, for the cost of such improvement.

In accordance with S.66.0703 (7)(b) of the Wisconsin Statutes, we hereby waive all special assessment notices and hearings required by S.66.0703 of the Wisconsin Statutes, and we further agree and admit that the benefit to our properties, from the construction/installation of such improvement, is in proportion to the assigned costs.

Description of any additional services requested in conjunction with the above mentioned improvements:

Total estimate: _____

5% Administration fee: _____

Grand Total: _____

Signature

Town Official

Owner's Name (please print)

Date

Address of Property: _____

Mailing Address: _____

Date: _____

NOTE: Any revisions to the above mentioned services will require an amended waiver.