

**TOWN OF LINCOLN**  
**5376 County W**  
**Crandon, WI 54520**

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**Jason Headson, Chairperson**  
**Tressa Votis, Supervisor**

**Lynne M. Black, Supervisor**  
**Diane Dubey, Clerk/Treasurer**

Ordinance 2026-1

Right-of-Way (ROW) Permit Ordinance

**Section 1: Title and Purpose**

This ordinance shall be known as the "Right-of-Way Permit Ordinance" of the Town of Lincoln. The purpose of this ordinance is to regulate the use and occupancy of all public road rights-of-way (ROW) within the town to protect the health, safety, and welfare of the public, and to ensure proper maintenance and preservation of public roads and utilities.

**Section 2: Definitions**

- Right-of-Way (ROW): The land, property, or interest therein acquired for or devoted to public road purposes.
- Applicant: Any person, utility, contractor, or entity applying for a permit to work in the ROW.
- Town Board: The governing body of the Town of Lincoln.
- Permit: A document authorizing work in the public ROW issued under this ordinance.

**Section 3: Permit Required**

No person or entity shall perform construction, excavation, installation, maintenance, or any other activity within the public right-of-way of any town road without first obtaining a ROW permit from the Town of Lincoln.

**Section 4: Permit Application**

The application for a ROW permit shall be submitted to the Town Clerk or designee and shall include:

1. Applicant's name, address, and contact information.
2. Description and location of the proposed work.
3. Site plan or drawing of the work area.
4. Proposed start and completion dates.
5. Proof of insurance
6. Bonding (if required).
7. Permit fee, as set by the Town Board. (\$300 PER ROAD and \$25.00 PER DROP 02/11/2026)

**Section 5: Permit Conditions**

1. All work must conform to town standards and specifications.
2. The applicant is responsible for all costs associated with the work.
3. Traffic control must be provided in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).
4. Restoration of the ROW, including pavement, ditches, shoulders, and vegetation, must be completed to pre-existing or better condition.
5. Work must be completed within the timeframe stated in the permit.
6. The Town may impose additional conditions as deemed necessary.

**Section 6: Emergency Work**

Emergency repairs may be undertaken without a permit provided the Town is notified

within 24 hours of the start of work. A permit must be obtained within three (3) business days thereafter.

Section 7: Penalties and Enforcement

1. Any person or entity violating this ordinance shall be subject to a fine of up to \$500 per violation per day.
2. The Town may require the violator to restore the ROW at their expense.
3. The Town may withhold future permits until violations are resolved.

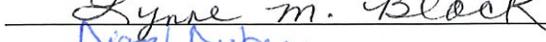
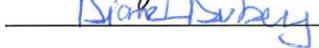
Section 8: Severability

If any section or provision of this ordinance is declared invalid, such decision shall not affect the validity of the remainder of the ordinance.

Section 9: Effective Date

This ordinance shall take effect upon adoption and publication as provided by law.

Adopted by the Town Board of the Town of Lincoln 11th day of February, 2026.

	Chairperson
	Supervisor
	Supervisor
	Town Clerk/Attest