

# Frequently Asked Questions about Construction & Special Assessments

*Common Questions for Village Street Improvement Projects – 2023 Crosswinds Estates Sidewalk and Street Lighting Project*

## **What are special assessments?**

A special assessment is a charge distributed by the Village to the property owners to pay for the cost of improvements which are constructed to serve the adjacent properties. Special assessments are a means by which the Village distributes the cost of construction and/or improvements to those properties which are benefited. The Village follows the procedures contained in Section 66.0701 and 66.0703, Wis. Stats. and the Village of Little Chute's Municipal Code, for levying special assessments.

## **Why do I have to pay special assessments if I am already paying property taxes?**

Special assessments for new construction are paid by the property owners. All property owners in the Village benefit from an ongoing program of street construction but abutting property owners realize a greater benefit from improvements which serve their properties.

## **What improvements are assessed?**

Typically, the Village assesses for new street construction, street reconstruction, new drive approaches, new sidewalk installation, building sewer laterals, alley paving, and new construction of mains for storm sewer, sanitary sewer and water supply.

## **Will my driveway be replaced?**

No driveway apron replacements are anticipated for this project. All properties will have full access during construction to their driveway and garage.

## **How will garbage and recycling pickup be affected?**

The Village will maintain your regular garbage pick-up schedule. Unless notified otherwise, please leave your polycart out until it is emptied. If you experience problems or have questions during construction, please contact.

Garbage Issues:

Little Chute Public Works @ 920-423-3865

Recycling Concerns:

Orion Waste Solutions @ 920-759-0501

## **Can the Contractor perform work on my private property?**

Minimal transition work in lawn areas should be expected. However, if the property owner requests an easement one can be provided to document the extent of the proposed disturbance, as well as the duration of the temporary construction easement. Because this work is considered to be a benefit to the property owner, it is Village policy that there will be no cost for the provided easement. If permission to access the property is denied, the proposed construction work will end at the property line and the property owner will be required to complete the transition work using the established design elevations at the Public Right of Way.

The Village does not coordinate construction on private property. You may contact the contractor individually to contract work with them privately.

## **What happens if I witness something dangerous in the construction zone?**

Please inform the project inspector or the Village offices as soon as possible. Appropriate staff will attempt to remedy the situation. If it is an emergency, contact 911.

**How long will the project take?**

Depending on the project complexity and weather, it may take approximately 12 weeks to complete the work. There may be times during this period when you will be inconvenienced by construction equipment and delays. We realize this will be an interruption to your normal routine and the Village appreciates your willingness to bear with the process.

**What are the typical hours of construction?**

Construction hours are from 7:00 am to 8:00 pm. Some exceptions may occur due to weather conditions and/or approaching deadlines. The need may also exist for saw cutting of the newly placed concrete pavement outside of the typical construction hours. The timing of this sawing is critical to preclude random cracking from occurring during the curing process. We apologize in advance for this inconvenience, but it is necessary to protect the integrity of the newly poured concrete sidewalk panels.

**Will my utilities (water, sewer, phone, cable, etc.) be affected?**

The Village does not anticipate interruptions to your utilities during the sidewalk construction. However, it is typical for private utilities, such as gas, electric, or communications, to schedule and perform work unrelated to the project during this same time period.

**What kind of access can I expect during construction?**

Driveway access will be maintained throughout construction as well as access to the street.

**Where should I park?**

For this project residents should have no change where they normally park. Please be advised that during normal construction hours vehicles are required to be located outside of the public right of way.

**What if I need special access to my property?**

Simply call the Village Engineering Office and arrangements will be made to talk to you about your needs. If something comes up without notice, the Contractors will be informed to help as much as possible to avoid harm to person or property.

If you have any special needs for accessibility or for any other considerations, please notify the Village as soon as possible.

**How will this affect emergency services?**

There should be no impact to emergency services. They are informed of traffic restrictions and/or closures and are updated if changes in traffic restrictions occur. Construction workers and equipment will move out of the way if emergency services are present and require immediate access.

**What will happen to mail delivery and my mailbox?**

The proposed project will not require removal of mailboxes or restrict access to them. If the mail courier feels it is a risk to deliver the mail because of construction, they may make the decision to not provide mail service on that particular day. If this occurs the property owner/apartment occupant will need to make arrangements with the post office for mail service, if discontinued for any length of time. We will work with the contractor to limit extended disruptions or access from occurring.

## **Dust and Noise**

Street construction is a process during which you can expect to endure a fair amount of noise and dust. We ask for your patience and understanding as we make the necessary improvements to your street. Thank you in advanced for your cooperation.

## **Communication Updates**

The Village will use a variety of methods to communicate with property owners and residents. Public meetings, the postal service, and/or doorstep memos and notices are all standard practice. Once construction begins, bi-weekly updates will be posted on the Village website at [www.littlechutewi.org](http://www.littlechutewi.org). Of course, we are always available by telephone if you should have questions that arise during the project.

## **Do I need to do anything before construction starts?**

Please remove any irrigation, landscaping, walls, rocks, electric pet fences, and other items within the right of way you may want to preserve during the construction project. If items are not removed, the Contractor will remove and discard those items. Also, contact the Village if those items reside on your property to minimize impacts.

Please try to attend the On-Site Walk Through Public Informational Meeting. This meeting with the Village engineering staff will occur prior to construction and is provided to inform residents of what can be expected during construction.

## **What should I expect after construction is completed?**

The Contractor will have top soiled, seeded, and mulched all areas disturbed by the construction. It is the property owner's responsibility to water the seeded areas and cut the newly established grass. By providing the same lawn care in the right of way as the property owner's lawn will ensure the grass seed will germinate and grow while preventing weeds taking over the area. Please do not use weed killer during the first year of lawn development.

## **How much is this street improvement going to cost me?**

The cost each property owner will pay is based on the actual cost of construction. The amount of property frontage. The price per lineal foot is the same for each project parcel. Lots with multiple frontages receive corner lot credit(s) per Village ordinance. The preliminary assessment charge for each property is calculated and published in the "Preliminary Engineer's Report" along with the sidewalk and street lighting assessment rates.

*Payment options are provided below and on the following page.*

## **What are my options for payment?**

The Village offers the following payment options:

- **Pay Entire Assessment:** If you pay by the due date shown on the enclosed statement (60 days for special assessments) you will avoid any interest charges. If the assessment is not paid in full by the due date, the Village will start to accrue interest monthly at an annual rate determined by what rate the Village attains on its debt issue for the project. The rate assessed in 2020 and 2021 was 2.5% and 1.65 % respectively.)
- **Annual Installment:** An annual installment plan with the Village of no less than one year and generally up to five years is available. The term on the plan is dependent upon the amount of your bill (installment minimum is \$300 per year).

A property owner is responsible for making their annual payment before November 1 of each year to avoid placement of the special assessment installment on your property tax bill. By default, if we do not receive a required payment **before** November 1 each year the amount shown on the statement you will receive will automatically be placed on your tax bill as a special assessment. Special Assessments are due on the first installment of your tax bill.

Please note the Village does not have a prepayment penalty on special assessments. An outstanding special assessment plus accrued interest can be paid at any time. Interest is calculated **monthly** on the balance of your assessment as of the 1<sup>st</sup> of each month.