

Frequently Asked Questions About Construction & Special Assessments

Common Questions for Village Street Improvement Projects – 2023 Utility and Paving Projects

What are special assessments?

A special assessment is a charge made 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 constructing 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 paid by property owners cover only a portion of the costs for improvements, with the Village's general fund paying the rest. All property owners in the Village benefit from an ongoing program of street construction and maintenance but abutting property owners realize a greater benefit of improvements which serve their properties.

What improvements are assessed?

Typically, the Village assesses for new street construction (referred to as street improvement projects), street reconstruction, drive approaches, sidewalk installation and/or replacement, sewer laterals, alley paving, and new construction of storm sewer, sanitary sewer and water main.

Will my driveway be replaced?

For reconstruction projects, the driveway approach, including the sidewalk section through the driveway, will be constructed and assessed if you do not already have a concrete apron as part of the project. This is the portion of your driveway that resides in the public right of way and is treated as a special assessment.

How will garbage and recycling pickup be affected?

The Village will endeavor to maintain your regular garbage pick-up schedule. However, depending upon the stage of construction, pick-up may be delayed by a day or two. Unless notified otherwise, please leave your polycart out until it is emptied. If you experience problems or have questions during construction, please contact Public Works at 920-423-3865 (for garbage issues) and LRS at 920-759-0501 (for recycling concerns).

Can the Contractor perform work on my private property?

The Village does not get involved with coordinating construction on private property. You may contact the Contractor individually to contract work with them privately.

Minimal transition work in lawn areas should be expected but if the property owner requests an easement one can be provided to document the extent of disturbance and the duration of the temporary construction easement. Because this work is considered to be a benefit to the property owner it is the Village's policy that no cost for the easement will be provided to the property owner. If permission to access the property is denied the 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 Right of way.

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 will take approximately 26 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 or approaching deadlines. There may exist the need for saw cutting of the newly poured street outside of the typical construction hours. The timing of this sawing is critical to preclude random cracking from occurring. We apologize in advance for this inconvenience, but it is necessary to protect the integrity of the newly poured concrete panels.

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

The Village anticipates no interruptions to your utilities during the street construction. Private utilities, however, such as gas, electric, or phone may have work unrelated to this project scheduled to occur during this same time period.

What kind of access can I expect during construction?

Driveway access will be temporarily restricted throughout the project. Often this will occur when work is being completed in front of or adjacent to the property. Driveway access will be restored at the end of each construction day whenever possible.

Driveway access will be restricted for an extended period during the construction of the pavement, driveway approach and any driveway sidewalk. Notification will be provided to the residents prior to the closure.

Where should I park?

Your new concrete street will be poured in phases, typically one lane at a time. Once the first lane is poured, it requires seven (7) days of cure time before it can be driven on. During this phase, there may be room for overnight parking on the un-paved (gravel) side of the street. Additionally, side streets are available for parking during construction. 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 daily and instantly if changes in traffic occur. Construction equipment will provide access and move out of the way if emergency services are present.

Do I need to do anything with my sump pump or roof drains?

Roof drains are not allowed to connect to the storm lateral that will be provided. The storm lateral is intended for the building sump pump. If you currently do not have a mini storm connection, you will be required to connect to the new lateral for your sump pump.

What will happen to mail delivery and my mailbox?

The homeowner must make arrangements with the post office for mail service during construction. The Postmaster may choose to set up temporary boxes, relocate people's existing boxes to a temporary location, or have residents pick up their mail at the post office. It is the homeowner's responsibility to remove and re-install their mailbox. If not removed by time of construction, the contractor will remove it and place it on your front lawn. The contractor will not be responsible for any damage. Please contact the post office for guidelines on the installation of mailboxes. Home

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 you. Public meetings, the postal service, and/or doorstep memos and notices are standard. Once construction has started, bi-weekly updates will be posted on the Village website at www.littlechutewi.org. Of course, we are always available by telephone if you should have questions that arise during the project. In the event of an emergency, please dial 911.

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 want to preserve during construction. If items are not removed, the Contractor will remove and discard them. Also, contact the Village if those items reside on your property to minimize impacts. Finally, please try to attend the walk through on-site 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 from 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 lineal footage of the street frontage. The price per lineal foot is the same for each residential parcel regardless of whether you have one lane or two lanes on your side of the street. Commercial properties are charged a separate rate. Lots with multiple frontages receive corner lot credit(s) per Village ordinance. Each property's preliminary assessment charge is calculated and published in the "Preliminary Engineer's Report" along with the concrete street assessment rates.

Payment options are provided 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. Interest rate is determined by what rate the Village attains on its debt issue for the project.
- 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 1st 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 1st of 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 made at any time. Interest is calculated **monthly** on the balance of your assessment as of the 1st of each month.