

## CITY OF OCONTO FALLS

PO BOX 70 500 NORTH CHESTNUT

OCONTO FALLS, WI 54154-0070

PHONE 920-846-4505

FAX 920-846-4516



Below is the check list for the paperwork needed in order to obtain a building permit for any new or remodeled stick-built dwelling.

These forms \*\* are included in the packet.

\_\_\_ Act 211 Signature Form \*\*

\_\_\_ Completed Application \*\*

Sign 1st and 3rd page

The highlighted form shows information needed \*\*

\_\_\_ Cross Section \*\* if this info is not on your plans

\_\_\_ Building Plans  
See Plan Info \*\*

\_\_\_ Plumbing Affidavit \*\*  
(For plumber)

\_\_\_ Heat Calcs.  
From HVAC contractor

\_\_\_ Site Plan \*\* with Erosion. Control info documented.  
Must show accurate property lines; all structures, decks, sheds, ingress & egress, etc., clearly noted. All items must comply with City of Oconto Falls zoning regulations.

\_\_\_ Recent survey of lot (copy)  
If available

\_\_\_ Contact Building Inspector for Fire number/Address (new builds)

\_\_\_ Contact Oconto Falls Municipal Utilities for Water and Electric Connections

\_\_\_ Contact City Hall for Garbage and Recycling bins if need

\_\_\_\_\_ **List of all subcontractors:** Names, Addresses, Phone and Email, and required State Certification Numbers.

- Builder/General Contractor       Excavator       Mason       HVAC Contractor  
 Electrical Company       Master Electricians       Plumbing       Demolition Contractor

Once the above required information is received, the application will be reviewed. Amount due will be provided to applicant, and permit will be issued when payment is received.

If an **early start permit** is required for the foundation/slab, contact me for a separate application and it will be reviewed and processed accordingly.

A copy of INSPECTIONS REQUIRED sheet is included for your information. Building Inspector does not need anyone on site, but easy access is a requirement. A copy of my report will be secured on site. **It is your responsibility to call for the correct inspections.**

Please have your **licensed electrician** call Building Inspector for the new service inspection once he/she has set the meter base, ground rods and panel. Building Inspector will inspect and notify Electric company with approval.

**A state licensed electrician MUST install the SERVICE per the NEC and the State.**

## **Contacts for City of Oconto Falls**

Jane Meissner, Building Inspector  
License #945930  
715-245-1708  
[Nebuildinginspector@gmail.com](mailto:Nebuildinginspector@gmail.com)

City Administrator Peter Wills/ City Hall  
500 N. Chestnut/ PO Box 70  
Oconto Falls WI. 54154  
Email. [Pwills@cityofocntofalls.wi.gov](mailto:Pwills@cityofocntofalls.wi.gov)  
Phone 920-846-4505 ext 109  
Fax 920-846-4516

Oconto Falls Municipal Utilities  
Water and Electric Connections  
500 N. Chestnut/ PO Box 70  
Oconto Falls WI. 54154  
Phone, 920-846-4507  
Fax 920-846-4516

**CITY OF OCONTO FALLS**

PO BOX 70 500 NORTH CHESTNUT  
OCONTO FALLS, WI 54154-0070

PHONE: 920-846-4505  
FAX: 920-846-4516



Date: \_\_\_\_\_

Project Name and Address: \_\_\_\_\_

This letter authorizes Jane E. Meissner, Nature's Edge Inspection Agency, Building Inspector for The City of Oconto Falls to complete and submit to the State of Wisconsin, Department of Safety and Professional Services, a building permit in accordance with Act 211.

Thank you.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**INSPECTIONS REQUIRED  
FOR NEW DWELLINGS AND ADDITIONS**

**FOOTINGS/FOUNDATION**

1. Where forms, damp proofing, exterior insulation or drain tile are required for code compliance, the **footing/foundation shall be inspected prior to backfilling**

**ROUGHS**

1. A rough inspection shall be performed for the **basement floor** area and the underfloor vapor retarder and plumbing if applicable. Rough inspection of the general construction including: **Framing, Rough electrical, Rough plumbing, Rough heating, ventilating and air conditioning.**

**INSULATION**

1. An inspection shall be made of the insulation and vapor retarders after they are installed but **before** concealing.

**FINAL/OCCUPANCY**

1. A dwelling may not be occupied until a final/occupancy inspection has been made that finds no critical violations of the code that could reasonably be expected to affect the health or safety of a person using the dwelling.

**EROSION CONTROL**

Erosion control inspections (if applicable) shall be performed concurrently with all other required construction inspections.

**(5) REQUIRED PLANS.** The required building plans shall be legible

and drawn to scale or dimensioned and shall include all of the following:

(a) **Site plan.** The site plan shall show all of the following:

1. The location of the dwelling and any other buildings, wells, surface waters and dispersal systems on the site with respect to **property lines and surface waters** adjacent to the site.

2. The areas of land-disturbing construction activity and the **location of all erosion and sediment control** measures to be employed in order to comply with s. [SPS 321.125](#). Please document **tracking** area on drive.

3. The pre-construction ground surface slope and direction of runoff flow within the proposed areas of land disturbance.

(b) **Floor plan.** 1. Floor plans shall be provided for each floor.

2. The following features shall be included on all floor plans:

a. The size and location of all rooms, doors, windows, structural features, exit passageways and stairs.

b. The use of each room.

c. The location of plumbing fixtures, chimneys, heating and cooling appliances, and a heating distribution layout. Also the location of the floor drain and electrical panel.

d. The location and construction details of **wall bracing** on each building side and floor level. The details may consist of the Wall Bracing Compliance Worksheet or a legend showing which wall bracing method is used and the lengths or number of braced wall panels and demarcation of the circumscribed rectangles if more than one is used.

(c) **Elevations.** The elevations shall show all of the following:

1. The exterior appearance of the building, including the type of exterior materials.

2. The location, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls.

**(6) REQUIRED DATA.** (a) All plans submitted for approval shall

be accompanied by sufficient data, calculations and information to determine if the dwelling will meet the requirements of this code.

(b) The data and information for determining compliance with the **energy conservation** standards shall be submitted in a format

approved by the department.

(c) Except as required under s. [SPS 321.33](#), a municipality exercising jurisdiction may not require plans or calculations to be

stamped or sealed by an architect or engineer.

(d) The name of the initial downstream receiving water of the state from the dwelling shall be identified, regarding erosion and sediment control.

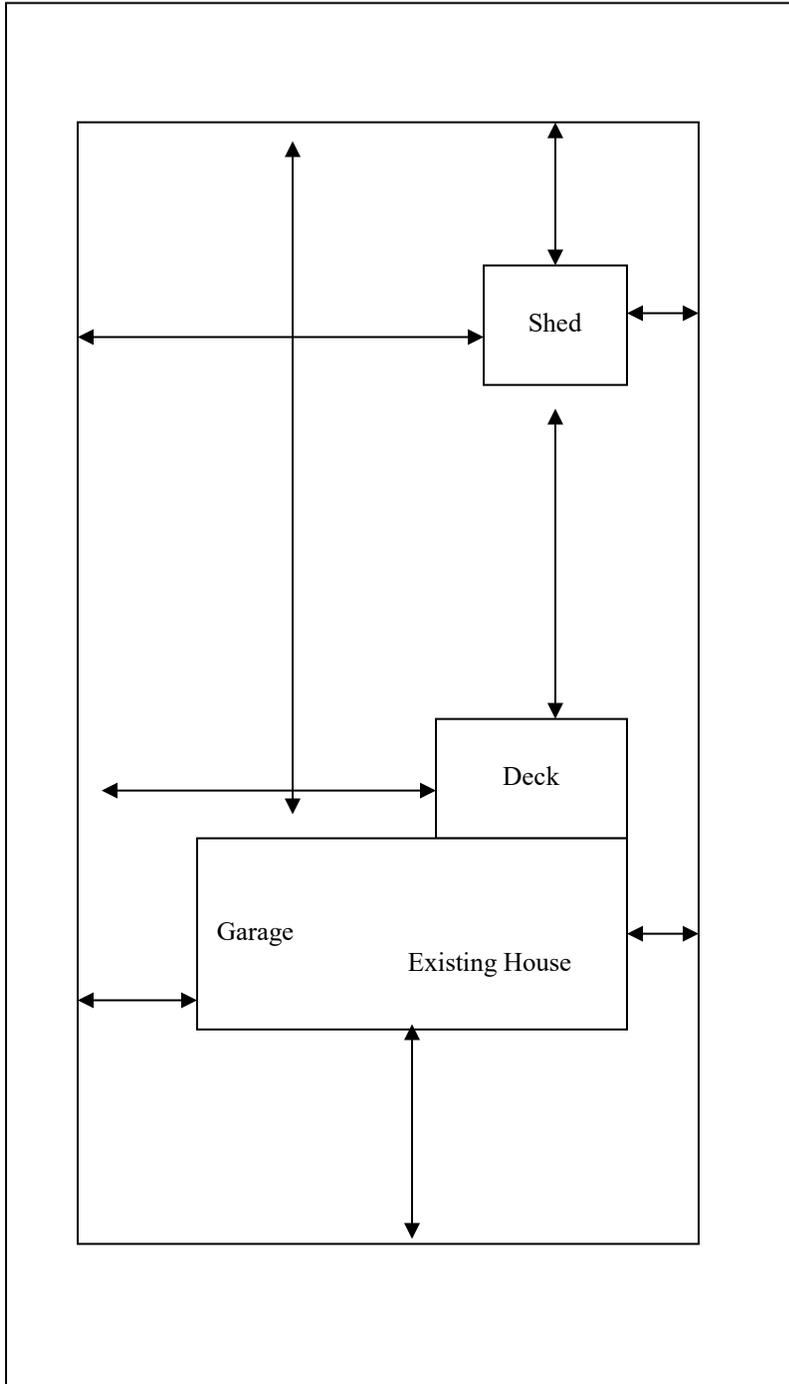
determines that the plans submitted for a one- or 2-family dwelling

substantially conform to the provisions of this code and other legal requirements, an approval shall be issued.

**Plans must be CONSTRUCTION ready, have FOOTING/FOUNDATION information, CUSTOMERS NAME and be ON SITE at all times.**

# EXAMPLE SITE PLAN

City of Oconto Falls  
500 N. Chestnut, Oconto Falls, WI. 54154  
920-846-4505 – F: 920-846-4516



Provide 1 copy  
of Site Plan

## Show on Plan

- Lot lines
- Lot Dimensions
- Street(s) Name
- All existing Structures
- Driveway location
- Special Easements (provide deed information)
- Power Supply
- Location of New Structure
- Structure Distance to Lot Lines
- Distance to Other Buildings
- Property Address
- Owner Name & Address

**Note:** If Site Plan is not complete, the review process will be delayed.

PROPERTY ADDRESS: \_\_\_\_\_ RH #: \_\_\_\_\_

OWNER NAME & ADDRESS: \_\_\_\_\_

OWNER CONTACT #: \_\_\_\_\_ APPLICANT CONTACT #: \_\_\_\_\_



Dept of Safety & Professional Services Industry Services Division Wisconsin Stats. 101.63, 101.73		<b>Wisconsin Uniform Building Permit Application</b>				Application No.			
		<b>Instructions on back of second ply.</b> The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m)]				Parcel No.			
<b>PERMIT REQUESTED</b>		<input type="checkbox"/> Constr. <input type="checkbox"/> HVAC <input type="checkbox"/> Electric <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control <input type="checkbox"/> Other:							
Owner's Name		Mailing Address		Email:		Tel.			
<b>Contractor Name &amp; Type</b>		<b>Lic/Cert# Exp Date</b>	<b>Mailing Address</b>			<b>Tel. &amp; Email</b>			
Dwelling Contractor (Constr.)									
Dwelling Contr. Qualifier			The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.						
HVAC									
Electrical Contractor									
Electrical Master Electrician									
Plumbing									
<b>PROJECT LOCATION</b>	Lot area Sq.ft.	<input type="checkbox"/> One acre or more of soil will be disturbed	<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City of		_____ 1/4, _____ 1/4, of Section _____, T _____ N, R _____ E/W				
Building Address		County		Subdivision Name		Lot No.	Block No.		
Zoning District(s)		Zoning Permit No.		<b>Setbacks:</b>	Front ft.	Rear ft.	Left ft.	Right ft.	
<b>1. PROJECT</b>	<input type="checkbox"/> New	<input type="checkbox"/> Alteration	<input type="checkbox"/> Addition	<input type="checkbox"/> Repair	<input type="checkbox"/> Raze	<input type="checkbox"/> Move	<input type="checkbox"/> Other		
<b>2. AREA INVOLVED (sq ft)</b>		Unit 1		Unit 2		Total			
Unfin. Bsmt.									
Living Area									
Garage									
Deck/Porch									
Totals									
<b>3. OCCUPANCY</b>	<input type="checkbox"/> Single Family	<input type="checkbox"/> Two Family	<input type="checkbox"/> Garage	<input type="checkbox"/> Other	<b>4. USE</b>	<input type="checkbox"/> Seasonal	<input type="checkbox"/> Permanent	<input type="checkbox"/> Other:	
<b>5. CONSTRUCTION TYPE</b>	<input type="checkbox"/> Site Built	<input type="checkbox"/> Mfd. Per WI UDC	<input type="checkbox"/> Mfd. Per US HUD						
<b>6. STORIES</b>	<input type="checkbox"/> 1-Story	<input type="checkbox"/> 2-Story	<input type="checkbox"/> Other:	<input type="checkbox"/> Plus Basement	<b>7. EST. BUILDING COST w/o LAND</b>	\$			
<b>8. WALLS</b>	<input type="checkbox"/> Wood Frame	<input type="checkbox"/> Steel	<input type="checkbox"/> ICF	<input type="checkbox"/> Timber/Pole	<input type="checkbox"/> Other	<b>9. ELECTRIC</b>	Panel Amps: _____	<input type="checkbox"/> Underground	<input type="checkbox"/> Overhead
<b>10. SEWER</b>	<input type="checkbox"/> Municipal	<input type="checkbox"/> Sanitary Permit #	<b>11. WATER</b>	<input type="checkbox"/> Municipal	<input type="checkbox"/> On-Site Well				
<p>I understand that I am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.</p> <p><input type="checkbox"/> I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the reverse side of the last ply of this form.</p>									
APPLICANT (Print:)			Sign:			DATE			
<b>APPROVAL CONDITIONS</b>	This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval.								
<b>ISSUING JURISDICTION</b>	<input type="checkbox"/> Town of	<input type="checkbox"/> County of	<input type="checkbox"/> Village of	<input type="checkbox"/> State	State-Contracted Inspection Agency#:	Municipality Number of Dwelling Location			
<input type="checkbox"/> City of						_____ - _____			
<b>FEES:</b>		<b>PERMIT(S) ISSUED</b>	<b>WIS PERMIT SEAL #</b>	<b>PERMIT ISSUED BY:</b>					
Plan Review	\$	<input type="checkbox"/> Construction		Name _____					
Inspection	\$	<input type="checkbox"/> HVAC		Date _____	Tel. _____				
Wis. Permit Seal	\$	<input type="checkbox"/> Electrical		Cert No. _____					
Other	\$	<input type="checkbox"/> Plumbing		Email: _____					
Total	\$	<input type="checkbox"/> Erosion Control							

## INSTRUCTIONS

The owner, builder or agents shall complete the application form down through the Signature of Applicant block and submit it and building plans and specifications to the enforcing jurisdiction, which is usually your municipality or county. Permit application data is used for statewide statistical gathering on new one- and two-family dwellings, as well as for local code administration.

**Please type or use ink and press firmly with multi-ply form.**

### PERMIT REQUESTED

- Check off type of Permit Requested, such as structural, HVAC, Electrical or Plumbing.
- Fill in owner's current Mailing Address and Telephone Number.
- If the project will disturb one acre or more of soil, the project is subject to the additional erosion control and stormwater provisions of ch. NR 151 of the WI Administrative Code. Checking this box will satisfy the related notification requirements of ch. NR 216.
- Fill in Contractor and Contractor Qualifier Information. Per s. 101.654 (1) WI Stats., an individual taking out an erosion control or construction permit shall enter his or her dwelling contractor certificate number, and name and certificate number of the dwelling contractor qualifier employed by the contractor, unless they reside or will reside in the dwelling. Per s. 101.63 (7) Wis. Stats., the master plumber name and license number must be entered before issuing a plumbing permit.

### PROJECT LOCATION

- Fill in Building Address (number and street or sufficient information so that the building inspector can locate the site).
- Local zoning, land use and flood plain requirements must be satisfied before a building permit can be issued. County approval may be necessary.
- Fill in Zoning District, lot area and required building setbacks.

1. PROJECT DATA - Fill in all numbered project data blocks (1-11) with the required information. All data blocks must be filled in, including the following:

2. AREA (involved in project):

Basements - include unfinished area only

Living area - include any finished area including finished areas in basements

Two-family dwellings - include separate and total combined areas

3. OCCUPANCY - Check only "Single-Family" or "Two-Family" if that is what is being worked on. In other words, do not check either of these two blocks if only a new detached garage is being built, even if it serves a one or two family dwelling. Instead, check "Garage" and number of stalls. If the project is a community based residential facility serving 3 to 8 residents, it is considered a single-family dwelling.
4. USE - Seasonal, permanent or other.
7. ESTIMATED BLDG COST - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.
10. SEWER - A building permit cannot be issued until a sanitary permit has been issued for any new or affected existing private onsite wastewater treatment system.

**SIGNATURE** – The owner or the contractor's authorized agent shall sign and date this application form. If you do not possess the Dwelling Contractor certification, then you will need to check the owner-occupancy statement for any erosion control or construction permits.

**CONDITIONS OF APPROVAL** - The authority having jurisdiction uses this section to state any conditions that must be complied with pursuant to issuing the building permit.

**ISSUING JURISDICTION:** This must be completed by the authority having jurisdiction.

- Check off Jurisdiction Status, such as town, village, city, county or state and fill in Municipality Name
- Fill in State Inspection Agency number only if working under state inspection jurisdiction.
- Fill in Municipality Number of Dwelling Location
- Check off type of Permit Issued, such as construction, HVAC, electrical or plumbing.
- Fill in Wisconsin Uniform Permit Seal Number, if project is a new one- or two-family dwelling.
- Fill in Name and Inspector Certification Number of person reviewing building plans and date building permit issued.

### **Cautionary Statement to Owners Obtaining Building Permits**

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

### **Cautionary Statement to Contractors for Projects Involving Building Built Before 1978**

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance

### **Wetlands Notice to Permit Applicants**

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

### **Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil**

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Contractor Credential Requirements**

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Industry Services.



## Affidavit of Plumbing Testing

With the inspector's permission, per SPS 382.21(1)(b)1b, complete entire form. Use of this form is not mandatory. This is a suggested format that a plumber may replace with their own affidavit. Print or type clearly. Call for your rough inspection and inform the inspector that you have completed the testing and the affidavit. Provide this completed form to the inspector prior to or at the time of the rough-in inspection.

Date of test: \_\_\_\_\_ Responsible Master: \_\_\_\_\_

Responsible MP Number: \_\_\_\_\_

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04 (1)(m)].

Owner and Site Information	
Owner's Name:	
Project Site Address:	
Project Site City:	

Type of project (check one):

New plumbing installation       Remodel or addition       Repair        Other

If other, explain: \_\_\_\_\_

Testing Information	
Sanitary Building Sewer or Private Interceptor Main Sewer	<input type="checkbox"/> Water test (10' for 15 minutes) <input type="checkbox"/> Air test (3 psig for 15 minutes) (air test not recommended for plastic pipe)
Water Service or Private Water Main	<input type="checkbox"/> Water test (Working pressure) <input type="checkbox"/> Air test (Working pressure)
Building Drain	<input type="checkbox"/> Water test (10' except for top 10' for 15 minutes) <input type="checkbox"/> Air test (5 psig for 15 minutes)
Drain & Vent System	<input type="checkbox"/> Water test (10' for 15 minutes) <input type="checkbox"/> Air test (5 psig for 15 minutes)
Water Distribution	<input type="checkbox"/> Water test (Working pressure) <input type="checkbox"/> Air test (Working pressure)
Air Admittance Valves	<input type="checkbox"/> Manometer test to 1" water column

Responsible Master Plumber - signature

Witness (not required) - signature

# Building Cross Section

**Roof:**  
 Pitch- \_\_\_\_\_ /12  
 Shingles- \_\_\_\_\_  
 Felt- \_\_\_\_\_ lb.  
 Ice Barrier- \_\_\_\_\_  
 Roof Sheathing- \_\_\_\_\_

Truss- \_\_\_\_\_ Yes \_\_\_\_\_ No (if yes truss clips must be installed if span is over 6')  
 if no answer the following

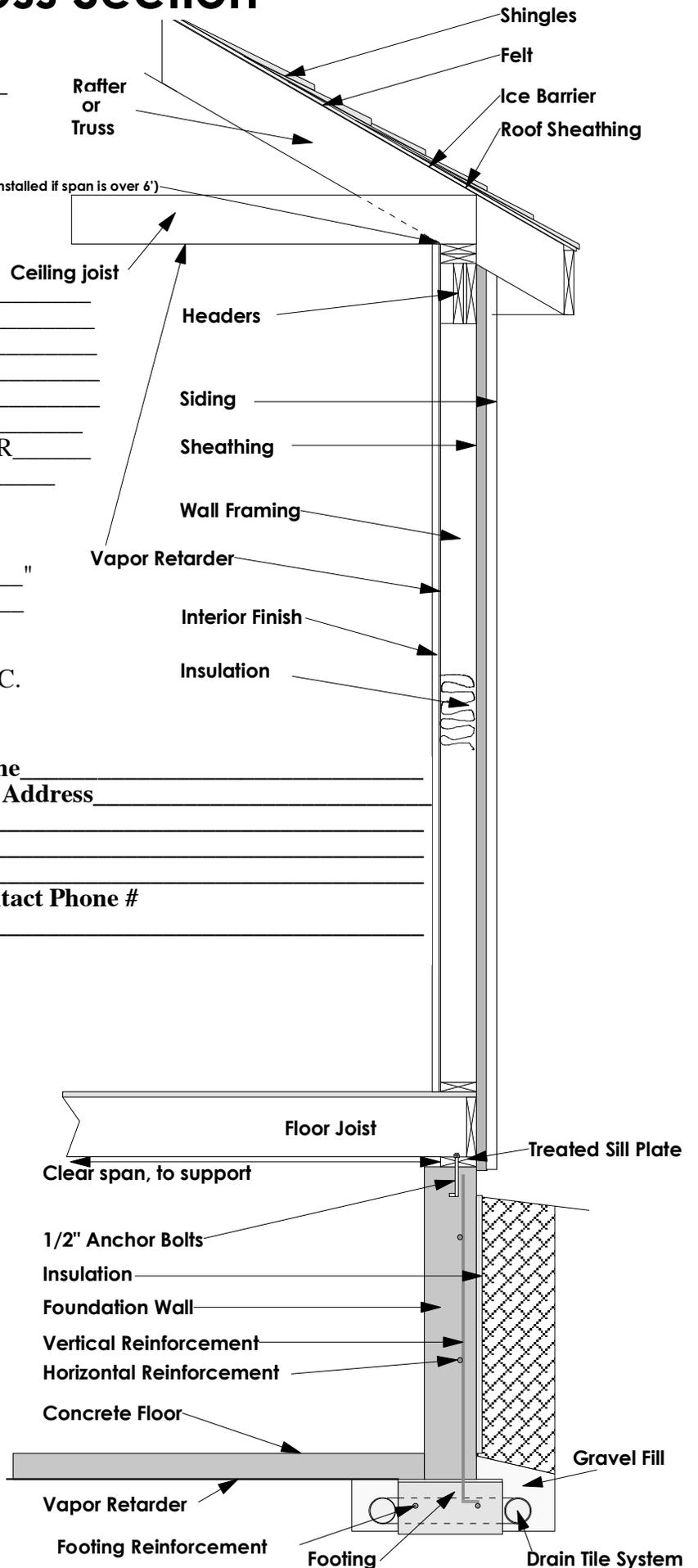
Rafter Size- \_\_\_\_\_ x \_\_\_\_\_  
 Rafter Spacing- \_\_\_\_\_ "-O.C.  
 Rafter Clear Span- \_\_\_\_\_  
 Rafter Species & Grade- \_\_\_\_\_ / \_\_\_\_\_  
 Ridge Type & Size- \_\_\_\_\_ / \_\_\_\_\_  
 Ceiling Joist Size- \_\_\_\_\_  
 Ceiling Joist Spacing- \_\_\_\_\_  
 Ceiling Joist Species & Grade- \_\_\_\_\_ / \_\_\_\_\_  
 Insulation Type & R- Value- \_\_\_\_\_ /R  
 Roof Ventilation- \_\_\_\_\_

**Walls:**  
 Siding- \_\_\_\_\_  
 Sheathing Type & Thickness- \_\_\_\_\_ / \_\_\_\_\_"  
 Insulation Type / R-Value- \_\_\_\_\_ R- \_\_\_\_\_  
 Header Size- \_\_\_\_\_ x \_\_\_\_\_  
 Ceiling Height- \_\_\_\_\_  
 Stud Size & Spacing- \_\_\_\_\_ x \_\_\_\_\_ / \_\_\_\_\_"O.C.  
 Interior Finish- \_\_\_\_\_  
 Grade of Framing Lumber - \_\_\_\_\_

**Floor:**  
 Sub-Floor \_\_\_\_\_  
 Floor Joist Type \_\_\_\_\_  
 Floor Joist Size \_\_\_\_\_  
 Floor Joist Spacing- \_\_\_\_\_  
 Floor Joist Clear Span- \_\_\_\_\_  
 Floor Joist Species- \_\_\_\_\_  
 Floor Joist Grade- \_\_\_\_\_  
 Beam Support, Type & Size- \_\_\_\_\_ / \_\_\_\_\_  
 Distance From Grade- \_\_\_\_\_

**Foundation:**  
 Anchor Type \_\_\_\_\_  
 Anchor Spacing \_\_\_\_\_  
 Sill Plate- \_\_\_\_\_  
 Insulation Type / R-Value- \_\_\_\_\_ R- \_\_\_\_\_  
 Wall Height- \_\_\_\_\_  
 Poured Wall Size- \_\_\_\_\_  
 Block Wall Size- \_\_\_\_\_  
 Vertical Reinforcement- # \_\_\_\_\_ - \_\_\_\_\_ o.c.  
 Horizontal Reinforcement- # \_\_\_\_\_ - \_\_\_\_\_ o.c.  
 Concrete Floor Thickness- \_\_\_\_\_  
 Vapor Retarder- \_\_\_\_\_  
 Drain Tile Size- \_\_\_\_\_  
 Column Pad Size- \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
 Column Spacing- \_\_\_\_\_  
 Footing Width- \_\_\_\_\_  
 Footing Height- \_\_\_\_\_  
 Footing Depth Below Grade- \_\_\_\_\_  
 Footing Reinforcement- # \_\_\_\_\_ - \_\_\_\_\_ o.c.

Revised 3-1-07 jaw



Name \_\_\_\_\_  
 Job Address \_\_\_\_\_

Contact Phone # \_\_\_\_\_

# Standard Erosion Control Plan

## for 1- & 2-Family Dwelling Construction Sites

According to Chapters SPS 320 & 321 of the Wisconsin Uniform Dwelling Code, soil erosion control information needs to be included on the plot plan which is submitted and approved prior to the issuance of building permits for 1- & 2-family dwelling units in those jurisdictions where the soil erosion control provisions of the Uniform Dwelling Code are enforced. This Standard Erosion Control Plan is provided to assist in meeting this requirement.

### Instructions:

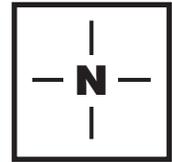
1. Complete this plan by filling in requested information, completing the site diagram and marking appropriate boxes on the inside of this form.
2. In completing the site diagram, give consideration to potential erosion that may occur before, during, and after grading. Water runoff patterns can change significantly as a site is reshaped.
3. Submit this plan at the time of building permit application.

PROJECT LOCATION \_\_\_\_\_

BUILDER \_\_\_\_\_ OWNER \_\_\_\_\_

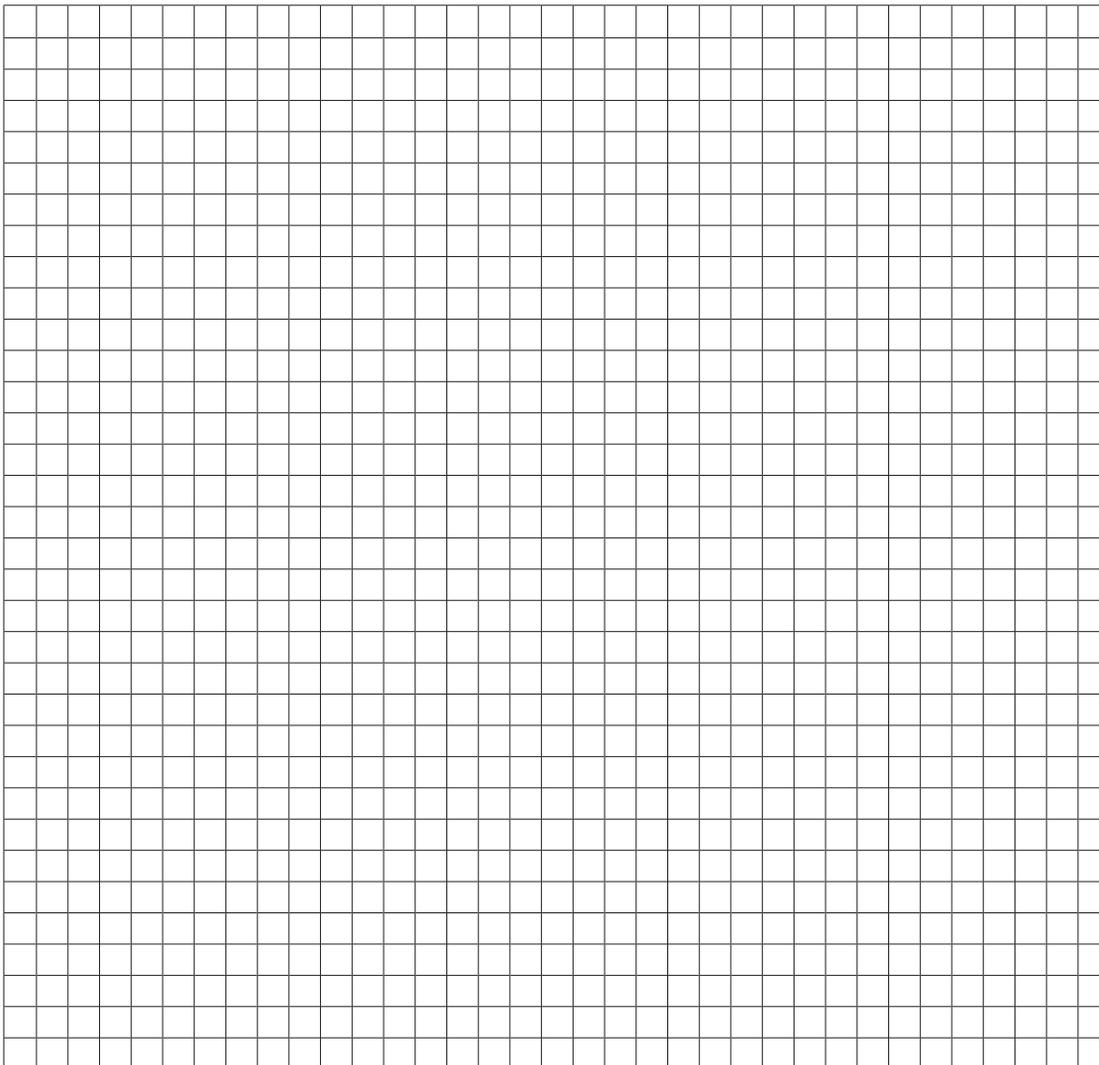
WORKSHEET COMPLETED BY \_\_\_\_\_ DATE \_\_\_\_\_

Please indicate north by completing the arrow.



### SITE DIAGRAM

Scale: 1 inch = \_\_\_\_ feet



### EROSION CONTROL PLAN LEGEND

--- PROPERTY LINE

—▶ EXISTING DRAINAGE

—▶ TD TEMPORARY DIVERSION

—▶ FINISHED DRAINAGE

--- LIMITS OF GRADING

—■ SILT FENCE

—● STRAW BALES

GRAVEL

VEGETATION SPECIFICATION

TREE PRESERVATION

STOCKPILED SOIL

COMPLETED

NOT APPLICABLE

# EROSION CONTROL PLAN CHECKLIST

Check (✓) appropriate boxes below, and complete the site diagram with necessary information.

## Site Characteristics

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | North arrow, scale, and site boundary. Indicate and name adjacent streets or roadways. |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of existing drainageways, streams, rivers, lakes, wetlands or wells.          |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of storm sewer inlets.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of existing and proposed buildings and paved areas.                           |
| <input type="checkbox"/> | <input type="checkbox"/> | The disturbed area on the lot.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Approximate gradient and direction of slopes before grading operations.                |
| <input type="checkbox"/> | <input type="checkbox"/> | Approximate gradient and direction of slopes after grading operations.                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Overland runoff (sheet flow) coming onto the site from adjacent areas.                 |

## Erosion Control Practices

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Location of temporary soil storage piles.<br>Note: Soil storage piles should be placed behind a sediment fence, a 10 foot wide vegetative strip, or should be covered with a tarp or more than 25 feet from any downslope road or drainageway.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of access drive(s).<br>Note: Access drive should have 2 to 3 inch aggregate stone laid at least 7 feet wide and 6 inches thick. Drives should extend from the roadway 50 feet or to the house foundation (whichever is less).   |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of sediment controls (filter fabric fence, straw bale fence or 10-foot-wide vegetative strip) that will prevent eroded soil from leaving the site.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of sediment barriers around on-site storm sewer inlets.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of diversions.<br>Note: Although not specifically required by code, it is recommended that concentrated flow (drainageways) be diverted (re-directed) around disturbed areas. Overland runoff (sheet flow) from adjacent areas greater than 10,000 sq. ft. should also be diverted around disturbed areas.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of practices that will be applied to control erosion on steep slopes (greater than 12% grade).<br>Note: Such practices include maintaining existing vegetation, placement of additional sediment fences, diversions, and re-vegetation by sodding or seeding with use of erosion control mats.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of practices that will control erosion on areas of concentrated runoff flow.<br>Note: Unstabilized drainageways, ditches, diversions, and inlets should be protected from erosion through use of such practices as in-channel fabric or straw bale barriers, erosion control mats, staked sod, and rock rip-rap. When used, a given in-channel barrier should not receive drainage from more than two acres of unpaved area, or one acre of paved area. In-channel practices should not be installed in perennial streams (streams with year round flow). |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of other planned practices not already noted.   |

COMPLETED

NOT APPLICABLE

Indicate management strategy by checking (✓) the appropriate box.

## Management Strategies

Temporary stabilization of disturbed areas.

Note: It is recommended that disturbed areas and soil piles left inactive for extended periods of time be stabilized by seeding (between April 1 and September 15), or by other cover, such as tarping or mulching.

Permanent stabilization of site by re-vegetation or other means as soon as possible (lawn establishment).

- Indicate re-vegetation method:  Seed  Sod  Other \_\_\_\_\_
- Expected date of permanent re-vegetation: \_\_\_\_\_
- Re-vegetation responsibility of:  Builder  Owner/Buyer
- Is temporary seeding or mulching planned if site is not seeded by Sept. 15 or sodded by Nov. 15?  Yes  No

Use of downspout and/or sump pump outlet extensions.

Note: It is recommended that flow from downspouts and sump pump outlets be routed through plastic drainage pipe to stable areas such as established sod or pavement.

Trapping sediment during de-watering operations.

Note: Sediment-laden discharge water from pumping operations should be ponded behind a sediment barrier until most of the sediment settles out.

Proper disposal of building material waste so that pollutants and debris are not carried off-site by wind or water.

Maintenance of erosion control practices.

- Sediment will be removed from behind sediment fences and barriers before it reaches a depth that is equal to half the height of the barrier.
- Breaks and gaps in sediment fences and barriers will be repaired immediately. Decomposing straw bales will be replaced (typical bale life is three months).
- All sediment that moves off-site due to construction activity will be cleaned up before the end of the same workday.
- All sediment that moves off-site due to storm events will be cleaned up before the end of the next workday.
- Access drives will be maintained throughout construction.
- All installed erosion control practices will be maintained until the disturbed areas they protect are stabilized.

# EROSION CONTROL REGULATIONS

Erosion control and stormwater regulations can be complex. Local, state and, in some cases, federal regulations may apply. Before construction make sure you have the appropriate permits.

## LOCAL ORDINANCES

Check with your county, city, village, or town for any local erosion control ordinances including shoreland zoning requirements. Except for new 1- & 2-family dwellings, local ordinances may be more strict than state regulations. They may also require erosion control on construction projects not affected by state or federal regulations.

## UNIFORM DWELLING CODE (DEPT. OF SAFETY & PROF SERVICES)

### CONTROLS REQUIRED

- Silt fences, straw bales, or other approved perimeter measures along downslope sides and side slopes.
- Access drive.
- Straw bales, filter fabric fences or other barriers to protect on-site sewer inlets.
- Additional controls if needed for steep slopes or other special conditions.

### FOR MORE INFORMATION, CONTACT:

- Local building inspector
- Department of Safety and Professional Services, P.O. Box 7970, Madison, Wis. 53707-7970

## STORMWATER PERMIT (DEPT. OF NATURAL RESOURCES)

### CONTROLS REQUIRED

- Erosion control measures specified in the *Wisconsin Construction Site Best Management Practice Handbook*.
- Measures to control storm water after construction.

### FOR MORE INFORMATION, CONTACT

- Department of Natural Resources, Storm Water Permits, NOI Permit (Notice of Intent) P.O. 7921, Madison, WI 53707-7921,

For more assistance on plan preparation, refer to the Wisconsin Uniform Dwelling Code, the DNR *Wisconsin Construction Site Best Management Handbook*, and UW-Extension publication *Erosion Control for Home Builders*. The *Wisconsin Uniform Dwelling Code* and the *Wisconsin Construction Site Best Management Handbook* are available through the State of Wisconsin Document Sales, (608) 266-3358.

*Erosion Control for Home Builders* (GWQ001) can be ordered through Extension Publications, (608) 262-3346 or the Department of Commerce, (608) 267-4405. A PDF version of *Erosion Control for Home Builders* (GWQ001) and *Standard Erosion Control Plan* are also available at <http://clean-water.uwex.edu/pubs/sheets>

This publication is available from county UW-Extension offices or from Extension Publications, 45 N. Charter St., Madison, WI 53715. (608) 262-3346 or toll-free (877) 947-7827. A publication of the University of Wisconsin-Extension in cooperation with the Wisconsin Department of Natural Resources and the Wisconsin Department of Commerce.



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**GWQ001A Standard Erosion Control Plan for 1 & 2 Family Dwelling Construction Sites**

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