

Village of Sussex

INFORMATION NEEDED FOR A NEW HOME BUILDING PERMIT APPLICATION

Wisconsin Uniform Building Permit application form completely filled out.

Three (3) surveys with an original surveyor seal imprinted in red or embossed on the survey. **Survey to show all dimensions, including curb elevations and driveway location with driveway dimensions and closest driveway side yard setback. Show setbacks to all related conservancy lines.** *Mooney LeSage subdivisions require a signed survey from Mooney LeSage.*

Heating distribution layout, including supply and return air and duct sizes marked on one set of plans, per ILHR 20.09 (4) (a) 2.

Three (3) sets of plans (one architecturally approved) with all floor plans, elevations, and sectional views needed so the Inspector has all information needed to accurately assess plans and determine compliance. **Reverse plans will not be accepted.**

Erosion Control permit, E.C. Plan Checklist, and E.C. plan marked on one survey as will be installed, per ILHR 20.09 (4) (a) b.

Note: E.C. (including fencing and gravel tracking pad) must be installed, inspected, and approved prior to permit issuance.

Fireplace Permit (if applicable) completely filled out and fireplace installation instructions.

Energy Worksheet (heat calcs). State-approved forms.

Water Loss Calculation Worksheet.

Makeup Air/Combustion Air Worksheet.

Written subdivision architectural approval needed.

Occupancy Bond.

Road Bond.

Landscape/Grading Bond.

Copy of State Dwelling Contractor and Dwelling Contractor Qualifier Certifications.

A permit application fee of \$300 is required upon submission of the building permit application. Fee will be applied to total cost of permit. *NOTE: If permit is not paid for within 30 days of issuance, or is changed or canceled, the \$300 may be forfeited.*

Designer form.

No person or personal property shall occupy the building until all fees are paid and a Certificate of Occupancy is issued.

*A New Home Permit Packet, which includes all required forms, may be picked up in the Building Inspection Department inside Sussex Village Hall at
N64 W23760 Main Street, Sussex, WI 53089
Phone: (262) 246-5212 • Fax: (262) 246-5222*



INFORMATION THAT NEEDS TO BE SHOWN ON PLANS

The following is a checklist for submitting drawings and information when making application for a Wisconsin Uniform Building Permit:

Drawings must be legible and drawn to scale and dimensioned and include:

- A current survey** showing the location of the dwelling and any other buildings, wells and disposal systems on the property with respect to property lines.
- Floor plans** that show the size and locations of:
 - Rooms**
 - Doors**
 - Windows**
 - Structural features** - size, species and grade of lumber or other structural material for joists, beams, rafters, headers, studs and columns; strength, thickness and reinforcement (if any) of concrete for footings, foundations, floors and other concrete work; height and thickness of concrete and/or masonry construction.
 - Exit passageways** (hallways) and stairs (including all stair dimensions - riser height, tread width, stair width, headroom and handrail heights).
 - Plumbing fixtures** (bathroom, kitchen, etc.) - lavatory, water closet, water heater, softener, etc.
 - Chimney(s)** - also include the type of construction (masonry or factory built) and rating, if metal.
 - Location and construction details of the braced wall lines.**
 - Heating equipment.**
 - Cooling equipment** (central air conditioning, if provided).
 - Attic access.**
 - Fire separation** between dwelling and attached garage.
 - HVAC distribution** layout.
- Elevation drawings** that show:
 - Information on exterior appearance.
 - Indicate the location, size and configuration of doors, windows, roof, chimneys and exterior grade level.
- Cross-sectional drawing** that shows:
 - Exterior grade level.
 - Footing and foundation wall sizes and types of materials.
 - Exterior wall construction identifying materials used (including insulation and vapor barrier).
 - Roof construction identifying materials used (including insulation and vapor barrier).
 - Floor construction identifying materials used (including insulation, if used).
- Any **additional information** to help determine compliance with the code, such as:
 - Location of electrical outlets, lights, switches, main distribution panel and smoke detector.
 - Manufacturer's name, model number and input/output rating of heating appliance(s). Also include cooling appliance if central air is installed.
 - Size and location of ventilation openings for attics and crawl spaces (can be shown on floor plans or elevation plans).
 - Location of any exhaust fans to be installed.
- Energy worksheet**, filled out completely, must be submitted. Note: the "system design" method of heat loss calculating should be seriously considered for best cost-benefit results.
 - HVAC Worksheet 2001-23-65 Rev.
- Water Calcs – Plumbing**



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Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: wisussex@wi.rr.com
Website: www.village.sussex.wi.us

INSPECTIONS REQUIRED

1. **EROSION CONTROL** after fence and gravel tracking pad are installed and before any excavating is started.
2. **FOOTING INSPECTION** after forms are in place and before concrete is poured. Recertification form is to be signed by Surveyor and is to be given to Inspector.
3. **FOUNDATION INSPECTION** after walls are tarred and drain tile and stone are in place.
4. **ROUGH CARPENTRY INSPECTION** after framing is complete.
5. **ROUGH PLUMBING INSPECTION** (separate permit required).
6. **ROUGH ELECTRIC AND SERVICE INSPECTION** (separate permit required). If outlet location letter is supplied, a copy must be submitted to the building inspection office. Ladder is required for access to basement.
7. **ROUGH HVAC INSPECTION** (separate permit required).
8. **FIREPLACE INSPECTION** (separate permit required).

NOTE: BUILDING MUST BE WEATHER-TIGHT BEFORE INSTALLING INSULATION. (exterior covering to be applied - i.e. siding, brick etc...)

9. **INSULATION INSPECTION** after insulation and vapor barrier are in place. NOTE: Drywall is not to be delivered until after insulation is inspected and approved.
10. **PLUMBING BUILDING DRAIN INSPECTION.**
11. **BASEMENT DRAIN TILE INSPECTION.**
12. **SEWER & WATER LINE INSPECTION** (separate permit required).
13. **FINAL INSPECTION** after all work is complete. After satisfactory final inspection and after all fees have been paid, an Occupancy Permit will be issued.

NOTE: NO ONE OR ANYTHING IS ALLOWED IN THE BUILDING UNTIL AN OCCUPANCY PERMIT IS ISSUED.

NOTES:

1. Inspections are performed between 9:30 a.m. and 3:30 p.m. Additional fee may be charged if re-inspection is required.
2. Occupancy Permit required to use house as a model.
3. Inspections will be called in a minimum of 24 hours in advance of required inspection.
4. Starting work without a permit or permits will result in double fees.
5. Failure to comply with State or local codes will result in a STOP WORK ORDER.
6. Failure to cancel an inspection a minimum of 2 hours before results in re-inspection fee.

**CALL FOR INSPECTIONS AT 246-5212
MONDAY THROUGH FRIDAY, 8:00 A.M. - 9:30 A.M.**

Wisconsin Division of Safety and Buildings Wisconsin Stats. 101.63, 101.73	WISCONSIN UNIFORM BUILDING PERMIT APPLICATION Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]	Application No. Parcel No.																									
PERMIT REQUESTED Constr. HVAC Electric Plumbing Erosion Control Other:																											
Owner's Name		Mailing Address	Tel.																								
Contractor Name & Type		Lic/Cert#	Mailing Address																								
Dwelling Contractor (Constr.)			Tel. & Fax																								
Dwelling Contr. Qualifier		The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.																									
HVAC																											
Electrical																											
Plumbing																											
PROJECT LOCATION	Lot area Sq.ft.	One acre or more of soil will be disturbed	_____ 1/4, _____ 1/4, of Section _____, T _____ N, R _____ E (or) W																								
Building Address		Subdivision Name	Lot No. Block No.																								
Zoning District(s)	Zoning Permit No.	Setbacks:	Front ft. Rear ft. Left ft. Right ft.																								
1. PROJECT	3. OCCUPANCY	6. ELECTRIC	9. HVAC EQUIP. 12. ENERGY SOURCE																								
New Repair Alteration Raze Addition Move Other:	Single Family Two Family Garage Other:	Entrance Panel Amps: _____ Underground Overhead	Furnace Radiant Basebd Heat Pump Boiler Central AC Fireplace Other:																								
2. AREA INVOLVED (sq ft)	4. CONST. TYPE	7. WALLS	10. SEWER																								
	Site-Built Mfd. per WI UDC Mfd. per US HUD	Wood Frame Steel ICF Timber/Pole Other:	Municipal Sanitary Permit# _____																								
<table border="1" style="width:100%; border-collapse: collapse;"><tr><th></th><th>Unit 1</th><th>Unit 2</th><th>Total</th></tr><tr><td>Unfin. Bsmt</td><td></td><td></td><td></td></tr><tr><td>Living Area</td><td></td><td></td><td></td></tr><tr><td>Garage</td><td></td><td></td><td></td></tr><tr><td>Deck</td><td></td><td></td><td></td></tr><tr><td>Totals</td><td></td><td></td><td></td></tr></table>		Unit 1	Unit 2	Total	Unfin. Bsmt				Living Area				Garage				Deck				Totals				5. STORIES	8. USE	11. WATER
	Unit 1	Unit 2	Total																								
Unfin. Bsmt																											
Living Area																											
Garage																											
Deck																											
Totals																											
	1-Story 2-Story Other: Plus Basement	Seasonal Permanent Other:	Municipal On-Site Well																								
		13. HEAT LOSS																									
		_____ BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)																									
		14. EST. BUILDING COST w/o LAND																									
		\$ _____																									
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; 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. 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.																											
APPLICANT (Print:) _____ Sign: _____ DATE _____																											
APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. See attached for conditions of approval.																											
ISSUING JURISDICTION Town of Village of City of County of State→ State-Contracted Inspection Agency#: Municipality Number of Dwelling Location																											
FEES:		PERMIT(S) ISSUED	WIS PERMIT SEAL #																								
Plan Review	\$ _____	Construction																									
Inspection	\$ _____	HVAC																									
Wis. Permit Seal	\$ _____	Electrical																									
Other	\$ _____	Plumbing																									
Total	\$ _____	Erosion Control																									
		PERMIT ISSUED BY:																									
		Name _____																									
		Date _____ Tel. _____																									
		Cert No. _____																									

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 municipality. 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.

PROJECT DATA - Fill in all numbered project data blocks (1-14) 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.
9. HVAC Equipment - Check only the major source of heat, plus central air conditioning if present. Only check "Radiant Baseboard" if there is no central source of heat.
10. Plumbing - A building permit cannot be issued until a sanitary permit has been issued for any new or affected existing private onsite wastewater treatment system.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

SIGNATURE - 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.

PLEASE RETURN SECOND PLY WITHIN 30 DAYS AFTER ISSUANCE TO (You may fold along the dashed lines and insert this form into a window envelope.):

Safety & Buildings Division
P O Box 2509
Madison, WI 53701-2509

(Part of Ply 4 for Applicants)

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.

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: _____



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Email: wisussex@wi.rr.com
Website: www.village.sussex.wi.us

Tax Key # _____

Building Permit # _____

Project Location: _____

Owner: Name _____

Address _____

Phone Number _____

Contractor: I, _____, am the contractor
Print Name
of record for the above-named project in the Village of Sussex.

Address _____

Phone Number _____

Building Designer: I, _____, am the designer of
Print Name
record for the above-named project in the Village of Sussex.

Address _____

Phone Number _____

I agree that:

- I have designed the structure to support all dead, live, snow and wind loads as required by the code currently in effect, without exceeding the allowable stresses of the material.
- I will provide all engineering calculations and documents to show compliance with the current code.
- I will provide information on all fasteners and structural members.

Signature: _____

Date: _____



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RULES FOR CONSTRUCTION SITES

PROJECT ADDRESS: _____

BUILDER: _____ OWNER: _____

BUILDING PERMIT # _____ TAX KEY # _____

1. Erosion control is to be installed before the start of construction. The road is to be kept clean at all times (please see attached erosion control info).
2. Gravel tracking pad needed prior to issuance of permits and excavation.
3. Install a 2' X 2' plywood sign area for permit and house numbers. This must be done prior to construction and be clearly visible from the road. House numbers are to be transferred to the actual building as soon as possible.
4. Inspections must be called in a minimum of 24 hours in advance.
5. Previously requested inspections that need to be canceled must be canceled at least two hours before the inspectors go out, or a re-inspection fee will result.
6. If the site cannot be kept reasonably clear of all debris or scrap building materials, a dumpster will be required on the site at all times.
7. No insulation to be installed until the building is completely weather tight (siding, doors, windows and roof).
8. Drywall is not to be on site until after the insulation inspection has been approved.
9. A construction key is to be provided for each project.
10. No person or personal property shall occupy the building until an occupancy permit is issued.
11. An Occupancy Permit is required to use the property as a model home.
12. Lawn is to be installed within one year from date of permit.
13. Owner and builder: A permit is required to install driveway and approach. Permit application and current requirements are available in the Village of Sussex Building Inspection Department or the Village of Sussex Web site, www.village.sussex.wi.us/AllForms.php.
14. Unmetered Water Fee covers construction water for a period of 90 days and is intended for construction use only, i.e. mixing mortar, painting, drywall, etc. **No watering of lawn or landscaping is permitted without a water meter.**

I, THE OWNER/AGENT, HAVE READ AND WILL COMPLY WITH THE ABOVE RULES AND ALL OTHER STATE AND MUNICIPAL REGULATIONS. FAILURE TO COMPLY WILL RESULT IN A STOP WORK ORDER AND/OR FORFEITURE OF BONDS.

Owner/Agent Signature

Date

Application Uniform Erosion Control Permit *Village of Sussex*

Permit #:	Key #:
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N64 W23760 Main St., Sussex WI 53089

(262) 246-5212 Office

(262) 246-5222 Fax

Owner's Information			
Name:		Address:	
City, State, Zip:		Telephone: ()	
Contractor's Information			
Contractor/Company Name:		Address:	
Contact Name:		City, State, Zip:	
Telephone #: ()			
Project Information			
Project Location:		Subdivision Name:	
Lot:	Block:	Description of the Project:	
<p>Total lot area _____ sq.ft. Area to be disturbed by construction _____ sq. ft. Duration of land disturbance _____ days.</p> <p>Estimated date when permanent seeding/sodding will be installed: _____.</p> <p>Distance between disturbed area and any body of water or wetland _____ ft.</p> <p>For land disturbing activities covering less than one acre (43,560 sq.ft.), please submit a survey map to include the following information: <i>Existing site conditions, elevations/grade, project boundaries, proposed stock pile locations, proposed erosion control devices and location, final site conditions with grade, temporary drive locations, bodies of water within 200 feet of property.</i></p> <p>For land disturbing activities covering more than one acre, refer to Ordinance.</p> <p>** Re-inspection Fee is \$30.00 **Work started prior to Permit doubles the fees.</p> <p>The applicant has reviewed and understands the Municipal Code regarding Erosion Control, and shall implement the control plan for this project as approved by the Municipality; understands that the issuance of the permit created no legal liability, express or implied, of the department, municipality, agency or inspector; and certifies that all the above information is true and correct. <i>I understand that all fees are non-refundable.</i></p> <p>Signature of Applicant: _____ Date: _____</p> <p>Print Name: _____</p>			
Conditions of Approval			
<p>This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalties or forfeitures. Please have permit/application number and address when requesting inspections and give at least 24 hours notice for said inspections. Erosion control is to be installed and maintained until lawn is established (at least three cuttings). Lawn must be installed within one growing season.</p> <p>_____</p> <p>_____</p>			
Fees	Permit(s) Required	Permit Expiration	Municipal Agent
Plan Review Fee _____ Inspection Fee _____ Administration Fee _____ Other _____ TOTAL \$ _____	<input type="checkbox"/> Construction _____ <input type="checkbox"/> HVAC _____ <input type="checkbox"/> Electrical _____ <input type="checkbox"/> Plumbing _____ <input type="checkbox"/> Other _____	Permit Expires Per Ordinance _____	Name: _____ Date: _____ Certification #: _____

PERMIT # _____

KEY NO. _____

VILLAGE OF SUSSEX
WAUKESHA COUNTY
WISCONSIN

APPLICATION FOR FIREPLACE/STOVE PERMIT

Owner's Name	Mailing Address	Telephone
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Contractor's Name	Mailing Address	Telephone
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Project Location	Subdivision Name	Lot	Block
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Description of Installation

<input type="checkbox"/> Install	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Solid Fuel	Make _____
<input type="checkbox"/> Replace	<input type="checkbox"/> Wood Stove	<input type="checkbox"/> Gas	Model _____
<input type="checkbox"/> Repair	<input type="checkbox"/> Chimney	<input type="checkbox"/> Electric	Listing _____

Estimated Cost of Above Work \$ _____

The applicant agrees to comply with the Village of Sussex Municipal Code and the Wisconsin Uniform Dwelling Code and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, on the Department or Municipality; and certifies that all the above information is accurate.

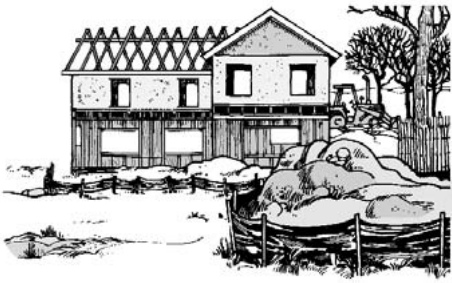
SIGNATURE OF APPLICANT _____ DATE _____

CONDITIONS OF APPROVAL. This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.
INSTALL PER MANUFACTURER'S SPECS. DRAFT & FIRE STOP PER ILHR 20-25.
SECURE INSULATION AWAY FROM UNIT, SECURE IN SPACE. HEARTH TO HAVE PROPER PROTECTION FROM COMBUSTIBLE SURFACE - SEE MANUFACTURER'S SPECS FOR PROPER MATERIAL.

FEES	PERMIT ISSUED BY:
_____	_____
_____	_____

Total \$ _____

A final inspection (is) (is not) required. Arrange for an inspection to be performed upon immediate completion of work.



Erosion Control for Home Builders

By controlling erosion, home builders help keep our lakes and streams clean.

Eroding construction sites are a leading cause of water quality problems in Wisconsin. For every acre under construction, about a dump truck and a half of soil washes into a nearby lake or stream unless the builder uses erosion controls. Problems caused by this sediment include:



Taxes

Cleaning up sediment in streets, sewers and ditches adds extra costs to local government budgets.

Lower property values

Neighboring property values are damaged when a lake or stream fills with sediment. Shallow areas encourage weed growth and create boating hazards.

Poor fishing

Muddy water drives away fish like northern pike that rely on sight to feed. As it settles, sediment smothers gravel beds where fish like smallmouth bass find food and lay their eggs. Soil particles in suspension can act like a sand blaster during a storm and damage fish gills.

Nuisance growth of weeds and algae

Sediment carries fertilizers that fuel algae and weed growth.

Dredging

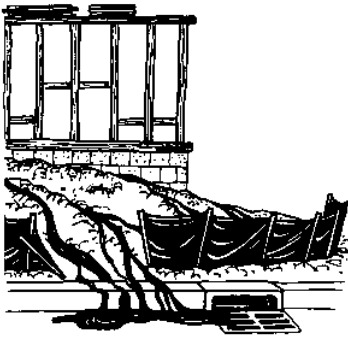
The expense of dredging sediment from lakes, harbors and navigation channels is paid for by taxpayers.

This fact sheet includes the diagrams and step-by-step instructions needed by builders on most home sites. Additional controls may be needed for sites that have steep slopes, are adjacent to lakes and streams, receive a lot of runoff from adjacent land, or are larger than an acre. If you need help developing an erosion control plan or training your staff, contact your local building inspection, zoning or erosion control office.

Controlling Erosion is Easy

Erosion control is important even for home sites of an acre or less. The materials needed are easy to find and relatively inexpensive – straw bales or silt fence, stakes, gravel, plastic tubes, and grass seed. Putting these materials to use is a straightforward process. Only a few controls are needed on most sites:

- Preserving existing trees and grass where possible to prevent erosion;
- Revegetating the site as soon as possible;
- Silt fence or straw bales to trap sediment on the downslope sides of the lot;
- Placing soil piles away from any roads or waterways;
- Diversions on upslope side and around stockpiles;
- Stone/rock access drive used by all vehicles to limit tracking of mud onto streets;
- Cleanup of sediment carried off-site by vehicles or storms; and
- Downspout extenders to prevent erosion from roof runoff.



A poorly installed silt fence will not prevent soil erosion. Fabric must be buried in a trench and sections must overlap (see diagram on back of this fact sheet).

WARNING! Extra measures may be needed if your site:

- is within 300 feet of a stream or wetland;
- is within 1000 feet of a lake;
- is steep (slopes of 12% or more);
- receives runoff from 10,000 sq. ft. or more of adjacent land;
- has more than an acre of disturbed ground.

For information on appropriate measures for these sites, contact your local building inspection, zoning or erosion control office.

Straw Bale or Silt Fence

- Install within 24 hours of land disturbance.
- Install on downslope sides of site parallel to contour of the land.
- Extended ends upslope enough to allow water to pond behind fence.
- Bury eight inches of fabric in trench (see back page).
- Stake (two stakes per bale).
- Leave no gaps. Stuff straw between bales, overlap sections of silt fence, or twist ends of silt fence together.
- Inspect and repair once a week and after every ½-inch rain. Remove sediment if deposits reach half the fence height. Replace bales after three months.
- Maintain until a lawn is established.

Soil Piles

- Cover with plastic and locate away from any downslope street, driveway, stream, lake, wetland, ditch or drainageway.
- Temporary seed such as annual rye or winter wheat is recommended for topsoil piles.

Access Drive

- Install an access drive using two-to-three-inch aggregate prior to placing the first floor decking on foundation.
- Lay stone six inches deep and at least seven feet wide from the foundation to the street (or 50 feet if less).
- Use to prevent tracking mud onto the road by all vehicles.
- Maintain throughout construction.
- In clay soils, use of geotextile under the stone is recommended.

Sediment Cleanup

- By the end of each work day, sweep or scrape up soil tracked onto the road.
- By the end of the next work day after a storm, clean up soil washed off-site.

Sewer Inlet Protection

- Protect on-site storm sewer inlets with straw bales, silt fences or equivalent measures.
- Inspect, repair and remove sediment deposits after every storm.

Downspout Extenders

- Not required, but highly recommended.
- Install as soon as gutters and downspouts are completed to prevent erosion from roof runoff.
- Use plastic drainage pipe to route water to a grassed or paved area. Once a lawn is established, direct runoff to the lawn or other pervious areas.
- Maintain until a lawn is established.

Preserving Existing Vegetation

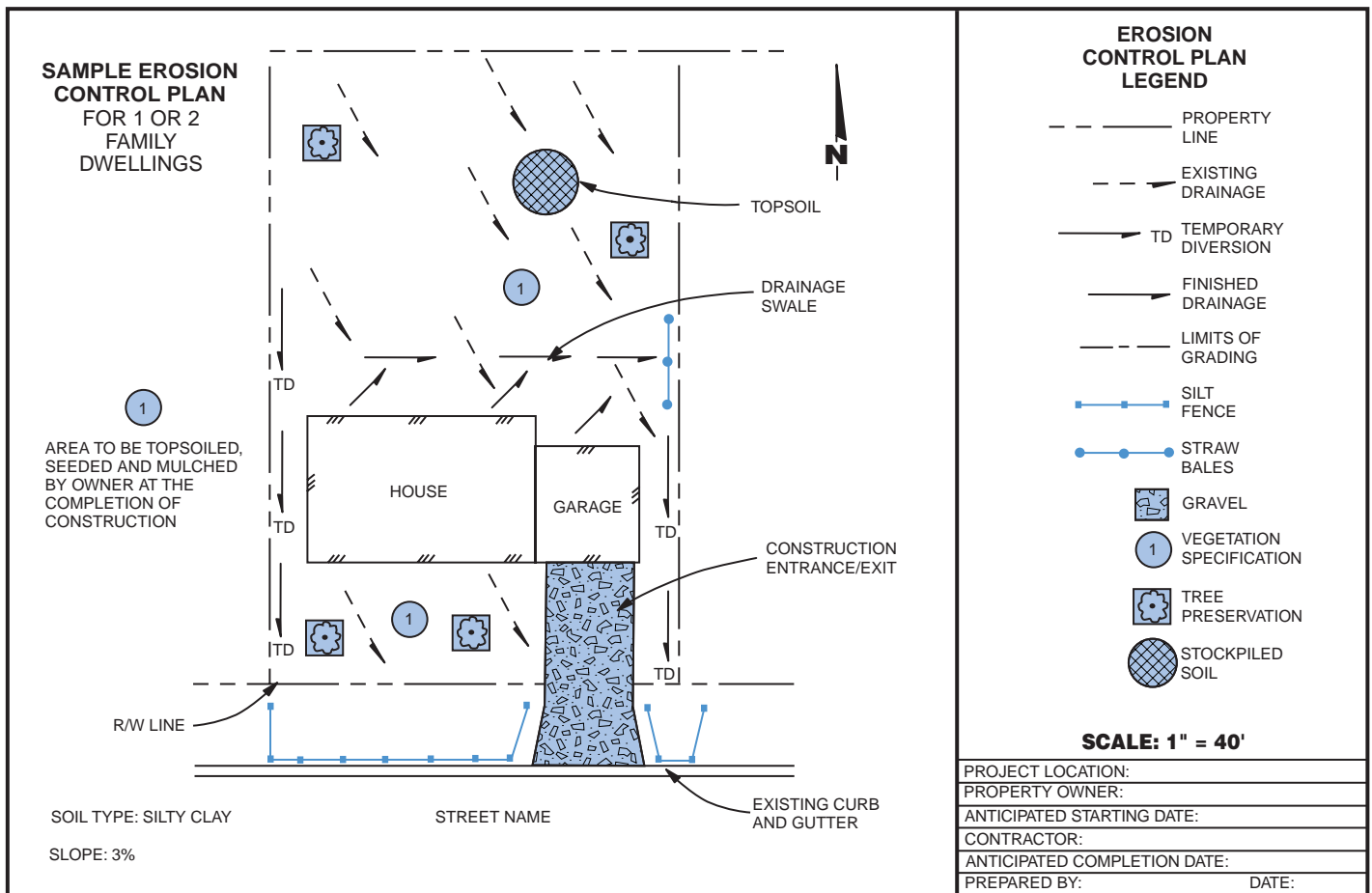
- Wherever possible, preserve existing trees, shrubs, and other vegetation.
- To prevent root damage, do not grade, place soil piles, or park vehicles near trees marked for preservation.
- Place plastic mesh or snow fence barriers around trees to protect the root area below their branches.

Revegetation

- Seed, sod or mulch bare soil as soon as possible. Vegetation is the most effective way to control erosion.

Seeding and Mulching

- Spread four to six inches of topsoil.
- Fertilize and lime if needed according to soil test (or apply 10 lb./1000 sq. ft. of 10-10-10 fertilizer).
- Seed with an appropriate mix for the site (see table).
- Rake lightly to cover seed with ¼" of soil. Roll lightly.
- Mulch with straw (70-90 lb. or one bale per 1000 sq. ft.).
- Anchor mulch by punching into the soil, watering, or by using netting or other measures on steep slopes.
- Water gently every day or two to keep soil moist. Less watering is needed once grass is two inches tall.



Sodding

- Spread four to six inches of topsoil.
- Fertilize and lime if needed according to soil test (or apply 10 lb./1000 sq. ft. of 10-10-10 fertilizer).
- Lightly water the soil.
- Lay sod. Tamp or roll lightly.
- On slopes, lay sod starting at the bottom and work toward the top. Laying in a brickwork pattern. Peg each piece down in several places.
- Initial watering should wet soil six inches deep (or until water stands one inch deep in a straight-sided container). Then water lightly every day or two to keep soil moist but not saturated for two weeks.
- Generally, the best times to sod and seed are early fall (Aug. 15-Sept. 15) or spring (May). If construction is completed after September 15, final seeding should be delayed. Sod may be laid until November 1. Temporary seed (such as rye or winter wheat) may be planted until October 15.

Mulch or matting may be applied after October 15, if weather permits. Straw bale or silt fences must be maintained until final seeding or sodding is completed in spring (by June 1).

Concrete Wash Water

- Dispose of concrete wash water in an area of soil away from surface waters where soil can act as a filter or evaporate the water. Dispose of remaining cement. Be aware that this water can kill vegetation.

De-Watering

- Dispose of de-watering water in a pervious area. Prevent the discharge of sediment from de-watering operations into storm sewers and surface waters.

Material Storage

- Manage chemicals, materials and other compounds to avoid contamination of runoff.

Typical Lawn Seed Mixtures

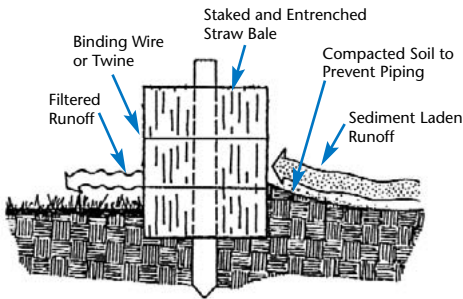
Grass	Percent by Weight	
	Sunny Site	Shady Site
Kentucky bluegrass	65%	15%
Fine fescue	20%	70%
Perennial ryegrass	15%	15%
Seeding rate (lb./1000 sq. ft.)	3-4	4-5

Source: R.C. Newman, Lawn Establishment, UW-Extension, 1988.

COMMONLY USED EROSION CONTROLS

Straw Bale Fences

Cross Section of Straw Bale Installation



Source: Michigan Soil Erosion and Sedimentation Control Guidebook, 1975.

How to Install a Straw Bale Fence



1. Excavate a 4" deep trench.



2. Place bales in trench with bindings around sides away from the ground. Leave no gaps between bales.



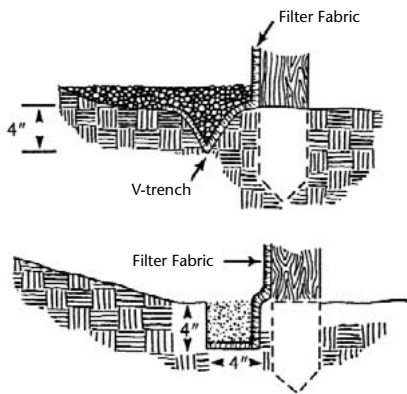
3. Anchor bales using two steel rebars or 2" x 2" wood stakes per bale. Drive stakes into the ground at least 8".



4. Backfill and compact the excavated soil.

Silt Fences

Cross Sections of Trenches for Silt Fences

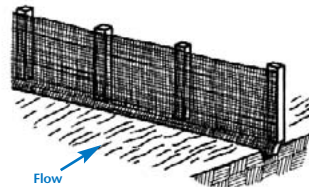


Sources: North Carolina Erosion and Sediment Control Planning and Design Manual, 1988.

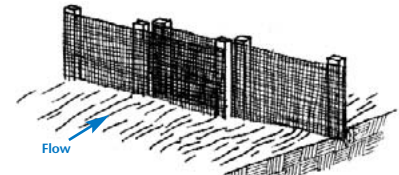
How to Install a Silt Fence



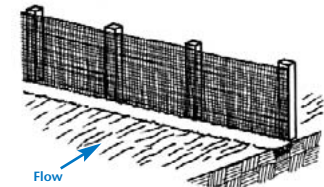
1. Excavate a 4" x 4" trench along the contour.



2. Stake the silt fence on downslope side of trench. Extended 8" of fabric into the trench.



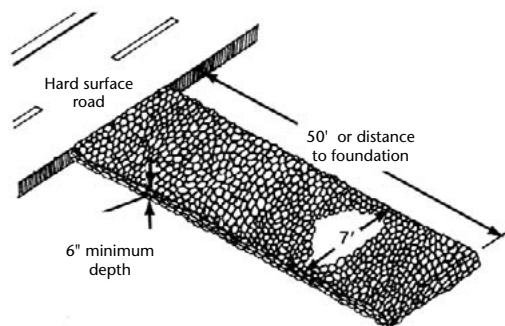
3. When joints are necessary, overlap ends for the distance between two stakes.



4. Backfill and compact the excavated soil.

Access Drive

How to Install an Access Drive



1. Install as soon as possible after start of grading.
2. Use two-to-three-inch aggregate stone.
3. Drive must be at least seven feet wide and 50 feet long or the distance to the foundation, whichever is less.
4. Replace as needed to maintain six-inch depth.

This publication is available from county UW-Extension offices or from Extension Publications, 630 W. Mifflin St., Madison, WI 53703. (608) 262-3346.

A publication of the University of Wisconsin-Extension in cooperation with the Wisconsin Department of Natural Resources.

Author: Carolyn Johnson, UW-Extension.

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GWQ001 Erosion Control for Home Builders

DNR WT-457-96

R-1-00-10M-25-S

UW
Extension



Standard Erosion Control Plan

for 1- & 2-Family Dwelling Construction Sites

According to Chapters Comm 20 & 21 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 _____

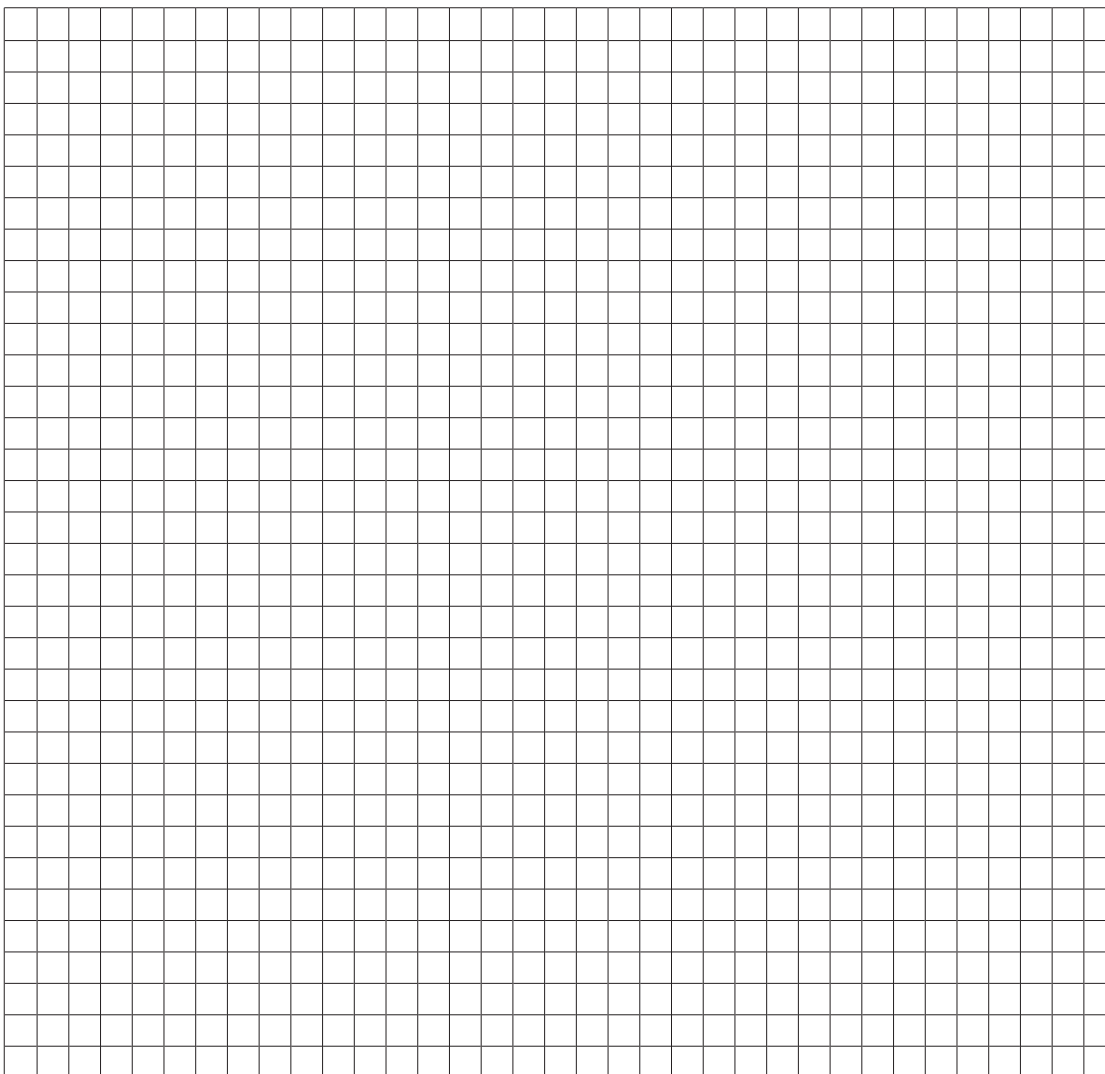
WORKSHEET COMPLETED BY _____ DATE _____

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.
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).
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.
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).
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.
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 COMMERCE)

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 Commerce, Safety and Buildings Division, P.O. Box 7970, Madison, Wis. 53707-7970, (608) 267-5113.

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, P.O. 7921, Madison, WI 53707-7921, (608) 267-7694.

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

DNR WT-458-96

R-03-02-2M-10-S

Editing and design by the Environmental Resources Center, University of Wisconsin-Extension.





N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: wisussex@wi.rr.com
Website: www.village.sussex.wi.us

Landscaping & Street Cleaning Bond Notice

Date _____ Tax Key # _____

Project Address _____

Owner _____ Phone _____

Address _____

Builder _____ Phone _____

Address _____

I, _____, am the owner/responsible party for the above-mentioned property.
(Print Name)

I am aware that I have outstanding Landscaping and Street Cleaning bonds.

I will install my driveway by _____.
(Date)

I will install my lawn by _____.
(Date)

I am aware that failure to complete my lawn and driveway within the specified timeframe will be cause to forfeit the bonds, and I may be subject to citations and fines.

When driveway and lawn are complete, the bond money should be released to: Owner Builder

I have read the above requirements and will comply with the same.

Owner's Signature (REQUIRED)

Builder's Signature (REQUIRED)

Date

Date

Please call (262) 246-5212 to schedule an inspection prior to due dates when driveway and lawn are installed and the lawn has been mowed twice

Copy to: Builder
Homeowner

**VILLAGE OF SUSSEX
CASH BOND
LANDSCAPING/GRADING/DIGGING/EROSION CONTROL
PER SECTION 30.07 OF THE MUNICIPAL CODE
FOR THE VILLAGE OF SUSSEX**

Amount of Cash Bond \$ _____ Building Permit No. _____ Key # _____

PERSON POSTING CASH BOND: Owner _____ Contractor _____

PROJECT LOCATION: (Residential _____ Commercial _____ Industrial _____)

Address: _____

OWNER'S NAME: _____ Phone # _____

OWNER'S ADDRESS: _____

CONTRACTOR'S NAME: _____ Phone # _____

CONTRACTOR'S ADDRESS: _____

I have read, understand and agree to the terms of this Bond.

Date

Signature of Person Posting Bond

This Cash Bond is posted in accordance with Section 30.07 of the Municipal Code of the Village of Sussex, as printed on the back of this form.

Refund to Owner/Contractor is hereby authorized in the amount of \$ _____.
(strike one)

Additional charges owed in addition to Cash Bond on deposit \$ _____.

Date

Building Inspector

VILLAGE ORDINANCE - - - - - PROPERTY OWNER RESPONSIBLE FOR LANDSCAPING AND MAINTAINING EROSION CONTROL UNTIL LAWN IS ESTABLISHED. All property owners constructing new homes, whether residential, commercial or industrial, shall be responsible for performing any type of grading or landscaping.

30.07 LANDSCAPING AND EROSION CONTROL BOND.

(1) PROPERTY OWNER RESPONSIBLE FOR INSTALLATION OF LANDSCAPING AND MAINTAINING EROSION CONTROL UNTIL LAWN IS ESTABLISHED. All property owners constructing new homes, remodeling, constructing any type of building, whether residential, commercial or industrial, or performing any type of grading, landscaping or digging on their property, shall be responsible for the installation of landscaping and for maintaining proper erosion control measures until such time as the lawn and landscaping are established.

(2) CASH BOND REQUIRED. Any person making application for construction of a new home or building, expansion/alteration of an existing building, or construction of, or remodeling of any commercial or industrial building, or any property owner performing any grading, landscaping or digging on their property shall, before commencing such project, post with the Village Treasurer a refundable cash bond in the sum of \$600.00 in the case of residential projects and the sum of \$1,200.00 in the case of commercial or industrial projects, to ensure that landscaping is installed and that property erosion control measures are maintained until such times as the lawn and landscaping are established.

(3) FORFEITURE OF BOND. If, at any time, it appears to the Village of Sussex Building Inspector that landscaping has not been installed, or required erosion control measures have not been maintained, and if after notice within 24 hours, said installation or maintenance has not been completed in a satisfactory manner, the entire cash bond shall be forfeited and another cash bond of an equal amount shall be provided to the Village before the project shall continue.

(4) DURATION OF BOND. Said cash bond shall remain with the Village Treasurer until the Building Inspector, or his deputy, or the Village Administrator shall inspect the premises upon which the project is being performed and shall determine whether the project is completed to a stage that no further need for the bond is required. If the Building Inspector or the Village Administrator find that the Village has no further need for the cash bond, he or she may then authorize the Village Treasurer to return the balance remaining of said cash bond. Interest, if any, earned upon the said cash bond shall belong to the Village to defray the cost to the Village of administering this section.

(5) BOND TO BE USED FOR STATED PURPOSE. The cash bond described herein may be used directly by the Village without notice to the property owner, for cleaning or repair of any erosion control sediment, or to landscape the said project.

(6) UNPAID BALANCE TO BE PLACED ON TAX ROLL. In the event that the amount of the cash bond is insufficient to cover all cleanup and/or repair costs of the Village, the said property owner shall be billed for the balance owed, and if said bill remains unpaid after thirty (30) days, the charge will be placed on the tax roll as a special charge pursuant to Section 66.60(16) Wisconsin Statutes.

**VILLAGE OF SUSSEX
CASH BOND
FOR OCCUPANCY
PER SECTION 30.04 OF THE MUNICIPAL CODE
FOR THE VILLAGE OF SUSSEX**

Amount of Cash Bond \$ _____ Building Permit No. _____ Key # _____

PERSON POSTING CASH BOND: Owner _____ Contractor _____

PROJECT LOCATION: (Residential _____ Commercial _____ Industrial _____)

Address: _____

OWNER'S NAME: _____ Phone # _____

OWNER'S ADDRESS: _____

CONTRACTOR'S NAME: _____ Phone # _____

CONTRACTOR'S ADDRESS: _____

I have read, understand and agree to the terms of this Bond.

Date

Signature of Person Posting Bond

This Cash Bond is posted in accordance with Section 30.04 of the Municipal Code of the Village of Sussex, as printed on the back of this form.

Refund to Owner/Contractor is hereby authorized in the amount of \$ _____.
(strike one)

Additional charges owed in addition to Cash Bond on deposit \$ _____.

Date

Building Inspector

30.04 OCCUPANCY BOND. (a) Bond Required. Every person, corporation or organization requesting a Building Permit in the Village of Sussex for a structure which is subject to the Occupancy Permit requirements shall, before a Building Permit is issued, deposit with the Village an amount as listed in (c) below to ensure and guarantee to the Village that the building for which the Building Permit is requested shall not be occupied before an Occupancy Permit for the building has been obtained.

(b) Definitions:

1. "Occupy." A building shall be considered to be occupied for the purposes of this ordinance, if it appears to the satisfaction of the Village of Sussex Building Inspector that any personal property, other than that absolutely necessary for construction of the building, has been moved into the building, or that any person, at any time, has used the building in the manner in which it is intended to be used upon completion.

2. "Occupancy Permit." Occupancy Permit shall mean an Occupancy Permit issued by the Village of Sussex.

(c) Bond. A deposit in the amount of \$300.00 for a single family unit, \$500.00 for a duplex unit, \$200.00 for each unit in a building of three or more units, and \$1,000.00 for each 10,000 square feet or fraction thereof of commercial or manufacturing space, up to the maximum of \$3,000.00 is required prior to issuance of any Building Permit. This Bond shall be held until all state and local codes are complied with prior to any person(s) occupying the property. This Bond shall be returned upon issuance of an Occupancy Permit, less any costs, fees, and penalties. Failure to obtain an Occupancy Permit or to occupy the property prior to receipt of an Occupancy Permit shall result in forfeiture of said deposit, in addition to any fine(s), costs, fees, or penalties assessed as a result of the violation of Village Code Section 17.0207. The Building Inspector may waive said deposit if, in his/her opinion, the builder/contractor has proven compliance with Section 17.0207, of the Village Code in his/her past performance.

**VILLAGE OF SUSSEX
CASH BOND
FOR CLEANING & REPAIR OF STREETS, SIDEWALKS, CURBS, ETC.
PER SECTION 8.10 OF THE MUNICIPAL CODE
FOR THE VILLAGE OF SUSSEX**

AMOUNT OF CASH BOND \$ _____ KEY # _____

PERSON POSTING CASH BOND: Owner _____ Contractor _____

Project Location (Res. ___/Comm ___)	Building Permit No.	Date of Appl.
Owner's Name	Address	Phone No.
Contractor's Name	Address	Phone No.

I have read, understand and agree to the terms of this Bond.

_____ Date

_____ Signature of Person Posting Bond

This Cash Bond is posted in accordance with Section 8.10 of the Municipal Code of the Village of Sussex, as printed on the back of this form.

Refund to Owner/Contractor is hereby authorized in the amount of \$ _____.
(strike one)

Additional charges owed in addition to Cash Bond on deposit \$ _____.

_____ Date

_____ Building Inspector

8.10 PROPERTY OWNER RESPONSIBLE FOR STREETS, SIDEWALKS AND CURBS.

(1) PROPERTY OWNER RESPONSIBLE FOR CLEANING AND REPAIRS. All property owners constructing new homes, remodeling, constructing any type of building, whether residential, commercial or industrial, or performing any type of grading, landscaping or digging on their property, shall be responsible for any debris, mud or materials upon, or any damages done to, Village curbs, culverts, storm sewers, ditches, sidewalks, streets or right-of-ways in the Village.

(2) CASH BOND REQUIRED. Any person making application for construction of a new home or building, remodeling of an existing building, or construction of, or remodeling of any commercial or industrial building, or any property owner performing any grading, landscaping or digging on their property shall, before commencing any such project, post with the Village Treasurer a refundable cash bond in the sum of \$400.00 in the case of residential projects and the sum of the \$500.00 in the case of commercial or industrial projects, to ensure that debris, mud or materials upon, or any damages to curbs, culverts, storm sewers, ditches, sidewalks, streets or right-of ways, is removed or repaired, if said damages or cleaning result from said property owner's project.

(3) FORFEITURE OF BOND. If, at any time, it appears to the Village of Sussex Building Inspector that debris, mud or materials are found upon the road or that damage has been done to curbs, culverts, storm sewers, ditches, sidewalks, streets or right-of-ways as a result of said property owner's project, and if after notice within 24 hours, said debris, mud or materials is not removed or repaired in a satisfactory manner, the entire cash bond shall be forfeited and another cash bond of an equal amount shall be provided to the Village before the project shall continue.

(4) DURATION OF BOND. Said cash bond shall remain with the Village Treasurer until the Building Inspector, or his deputy, or the Village Administrator shall inspect the premises upon which the project is being performed and shall determine whether the project is completed to a stage that no further need for the bond is required and that no repairs or cleaning of curbs, ditches, culvert, storm sewers, sidewalks, streets or right-of-ways is required. If the Building Inspector or Village Administrator find that the Village has no further need for the cash bond, he or she may then authorize the Village Treasurer to return the balance remaining of said cash bond. Interest, if any, earned upon said cash bond shall belong to the Village to defray the cost to the Village of administering this section.

(5) UNPAID BALANCE TO BE PLACED ON TAX ROLL. In the event that the amount of the cash bond is insufficient to cover all cleanup and/or repair costs of the Village, the said property owner shall be billed for the balance owed, and if said bill remains unpaid after thirty (30) days, the charge will be placed on the tax roll as a special charge pursuant to Section 66.60 (16) Wisconsin Statutes.

Optional Uniform Dwelling Code (UDC) Makeup and Combustion Air Worksheet (1/12/09)

Project Address _____ **Completed by:** _____ **Tel.** _____

Background: The UDC applies to all one and two family dwellings built since June 1, 1980. Section Comm 23.02 of the UDC requires that outside **makeup air** be supplied to balance mechanical exhaust ventilation, including required bathroom fans, so that adequate air change occurs, without backdrafting of open combustion heating appliances. Section Comm 23.06 of the UDC requires that adequate **combustion air** be supplied to heating appliances for complete fuel combustion and flue gas venting purposes, which should minimize carbon monoxide hazards. This worksheet demonstrates compliance with both requirements.

If your dwelling does not have any open combustion appliances, then you do not have any **combustion air** requirements and, by code, can rely upon infiltration through building cracks for **makeup air**. Open combustion appliances are those which use air from within the dwelling for combustion.

NOTES: Typical appliance values are given in the tables, however use actual values if known.

Round pipe has the following areas: 3" dia. pipe - 7 sq in, 4" - 12 sq in, 5" - 20 sq in, 6" - 28 sq in, 8" - 50 sq in, 10" - 79 sq in, 12" - 113 sq in.

Opening Restrictions: If louvers or screening is provided on an opening, then multiply its gross area by the following factors to obtain the net area (alternatively, knowing the net area, divide to obtain the gross area): 1.0 for 1/4" hardware cloth, 0.8 for 1/8" screen, 0.75 for metal louvers, 0.5 for metal louvers and 1/8" screen, and 0.25 for wood louvers [per Comm 23.06(5)(c)].

A. Makeup Air - Complete the following table for exhaust fans, but not recirculating, whole house fans, attic fans or inlets of balanced ventilation systems.

Intermittent Exhaust Fans	Typical Exhaust CFM	OR Actual CFM	Number	Total (cfm)
Bathroom fan (min. 50 cfm)	75		x	
Resid. kitchen range hood	180		x	
Downdraft range exhaust	400		x	
Electric clothes dryer	175		x	
Gas clothes dryer	150		x	
SubTotal				
Intermittency Adjustment Factor				X .40
Adjusted Total				
Any constant exhaust fans without dedicated makeup air				+
Net Grand Total Makeup Air Required				

You can provide makeup air via the following methods (check appropriate boxes). Note that openings or ducts shall be provided between the source of the makeup air and the exhaust fans.

- Intake fans with a capacity equal to the Grand Total above.** If ducts are connected to the fan, the fan capacity shall be appropriately adjusted.
- Openings to the outside, ducted to the return plenum of the furnace** to provide tempering and distribution. Multiply the Grand Total by the appropriate restriction factor for louvers or screening to obtain the gross makeup air required:

_____ (Net Grand Total Makeup Air Required) ÷ _____ (Opg Restr. Factor) = _____ (Adjusted Makeup Air Req'd)

The calculated capacity for round intake duct is: 3" - 38 cfm; 4" - 69 cfm; 6" - 157 cfm; 8" - 279 cfm (Circle planned size)

Section Comm 23.02(3)(a)2. requires outside makeup air openings to have shutoff means of automatic or gravity dampering for periods when no makeup air is required. Because of this dampering requirement, you may **not** use makeup air openings for combustion air openings, which are prohibited to have dampers.

B. Combustion Air (Note that appliance manufacturer requirements may be more restrictive.)

There are several methods of providing combustion air, of which you will choose one for each group of appliances in a common space. First, complete the table **for open combustion appliances** on the next page to determine if you can comply with method 1 or 2, below, which allows at least some inside combustion air. Otherwise, choose another method from the next page.

1. Inside Air (Discontinuous Vapor Retarder): Allows combustion air to be drawn from an inside space if the building has a discontinuous vapor barrier, as is permitted at box sills by s. 22.38(2)(c)2. The space shall provide a room volume of at least 50 cubic feet per 1000 btu/hr combined input rating of all open combustion appliances in that space. **Room Interconnection:** An inside space may include several rooms if connected with **high and low openings**, with each opening providing one square inch of clear opening per 1,000 btu/hr input rating, but not less than 100 square inches each. Remember to apply the above Opening Restriction Factors for louvers on the openings.

Room Interconnection:

Net Sq. In Req'd at Input/1,000: _____ (Min. 100 in²) ÷ _____ (Opg. Restr. Factor) = _____ sq. in. **each opg;**

Appliance	Appl. Group Number	Typical BTU/hr Input	Actual BTU/hr Input	Total BTU/hr in Each Numbered Group of Appliances That Share a Space	Room or Interconnected (per Method 1) Space Volume	Room Volume Divided by [Total BTU/hr in Room ÷ 1,000]*
Furnace <input type="checkbox"/> Gas <input type="checkbox"/> Other		100,000		Appl. Group 1		
Gas or Oil Water heater		50,000		Appl. Group 2		
Gas clothes dryer		35,000				
Gas fireplace		50,000		Appl. Group 3		
Gas range		65,000				
Wood stove or fireplace (Input per cu. ft. of firebox capacity)		100,000				

***If any room, or interconnected group of rooms, provide less than 50 cu ft per 1,000 BTU/hr of all appliances within, per the last column of the table, or the dwelling has a continuous vapor barrier, then choose one of the appropriate methods below. Enter the appliance group number in front of the applicable method. You can skip to Method 4 or 5 if the room is small and isolated.**

Appl
Group#

2. Inside & Outdoor Air (Continuous Vapor Retarder): If dwelling has a continuous vapor barrier, and therefore cannot use method 1 of taking all air from inside, but per the above table has a room volume of at least 50 cubic feet per 1000 BTU/hr combined appliance input rating, then provide supplemental outside air via a single, direct or ducted, exterior, high opening, sized at one square inch per 5,000 btu/hr combined input rating.

Exterior Opening:

Net Sq. In. Required at Input/5,000: _____ ÷ _____ (Opg. Restr. Factor) = _____ sq. in.; Planned Opg. Dim.: _____

Room Interconnection:

Net sq. in. Req'd at Input/1,000: _____ (Min. 100 in²) ÷ _____(Opg. Restr. Factor) = _____sq. in. **each opg;**

3. Single Outdoor Opening (Gas Appliances Only): If serving only gas appliances, then provide outdoor air via a single, direct or ducted, exterior, high opening sized at one square inch per 3,000 BTU/hr combined input rating, but not smaller than the combined cross sectional areas of the appliance flue outlets in that space.

Appl
Group#

a. Sizes & areas of flues: _____ Total flue area: _____sq in.

_____ b. Net Sq. In. Required at Input/3,000: _____sq in..

Greater of a. or b.: _____ ÷ _____(Opg. Restr. Factor)= _____sq. in.; Planned Opg. Dim.: _____

4. Prorated Inside Air Credit Plus Outdoor Air: Calculate the pro-rated credit for an inside space that partially meets method 1, and then make up the difference by pro-rating the outside combustion air otherwise required by method 5. **Example:** If the inside space provides only 25 cubic feet per 1,000 BTU/hr (**per last column of table above**), or half of the size required by method 1, then the additional direct or ducted outside combustion air, as calculated by method 5 can be reduced by one half.

Appl
Group#

Pro-rating credit: **100%** - [_____ (Actual room vol. per 1000 BTU/hr) x 2] = _____

5. Two Outdoor Openings: Provide outdoor air via high and low, direct or vertically ducted, exterior openings, each sized at one square inch per 4,000 BTU/hr combined input rating; or via horizontally ducted openings, each sized at one square inch per 2,000 BTU/hr combined input rating.

Appl
Group#

Direct or Vertical Ducts: Sq In Required at Input/4,000: _____sq in x _____(Credit from 4.) = _____sq in.

_____ Horizontal Ducts: Sq In Required at Input/2,000: _____sq in x _____(Credit from 4.) = _____sq in.

Net Sq. Inches Required: _____ ÷ _____(Opg. Restr. Factor) = _____sq. in.; Planned Opg. Dim.: _____

Tax Key _____
 Address _____

Water Calc. Worksheet

 Name of Project

INFORMATION REQUIRED TO SIZE WATER SERVICE AND WATER DISTRIBUTION:		
1-	Demand of building in water supply fixture units (WSFU);	(WSFU) _____
1.a.	Demand of building in WSFU converted to Gallons Per Minute: (Table 82.40-3)	(GPM) _____
2-	Elevation difference from main or external pressure tank to building control valve; (feet)	_____
3-	Size of water meter (when required) 5/8" _____ 3/4" _____ 1" _____ other _____	_____
4-	Developed length from main or external pressure tank to building control valve; (feet)	_____
5-	Low pressure at main in street or external pressure tank.	(psi) _____

CALCULATE WATER SERVICE PRESSURE LOSS

(unnecessary for internal pressure tanks)

6- Low pressure at main in street or external pressure tank. (value of # 5 above) _____

7- Determine pressure loss due to friction in _____ inch diameter water service.
 Water service piping material is _____
 Pressure loss per 100 ft. = _____ X _____ (decimal equivalent of
 service length, i.e. 65 ft = 0.65) **Subtract value of "7"** _____
 Subtotal _____

8- Determine pressure loss or gain due to elevation, (multiply the value of # 2 above by .434) **Subtract value of "8"** _____

9- Available pressure after the bldg. control valve. Subtotal _____

CALCULATE THE PRESSURE AVAILABLE FOR UNIFORM LOSS (VALUE OF "A")

B. Available pressure after the bldg. control valve. (from "9" above) Value of "B" _____

C. Pressure loss of water meter (when meter is required) **Subtract value of "C"** _____
 Subtotal _____

D. Pressure at controlling fixture*.
 (Controlling fixture is: _____). **Subtract value of "D"** _____
 (*Controlling fixture is the fixture with the most demanding pressure to
 operate properly which includes the following when determining
 fixture performance; loss due to instantaneous water heaters, water
 treatment devices, and backflow preventers which serve the controlling fixture.)
 Subtotal _____

E. Difference in elevation between building control valve
 and the controlling fixture in feet; _____ X .434 psi/ft. **Subtract value of "E"** _____
 Subtotal _____

Water Calc Worksheet

Name of Project

F. Pressure loss due to water treatment devices and backflow preventers which serve the controlling fixture. (Water softeners, filters, etc.)

(Pressure loss due to; _____).

F1. WSFU Downstream of Water Treatment Device; _____

F2. Convert wsfu to GPM using **Table 82.40-3**: _____

or

F3. Convert wsfu to GPM using **Table 82.40-3e*** _____

(For individual dwellings only)

F4. Refer to manuf. graph to obtain pressure loss: _____

(If no water treatment device enter "0")

Subtract value of F4 _____

Subtotal _____

G. Pressure loss through tankless water heaters, combination boiler / hot water heaters, heat exchangers which serve the controlling fixture;

Hot water WSFU's; _____ convert to; GPM = _____ (Table 82.40-3)

Refer to manufacturer's pressure loss graph to determine loss at the required GPM;

_____ pressure loss. **Subtract value of "G"** _____

Subtotal _____

H. Developed length from building control valve to controlling fixture in feet _____ X 1.5

Divide by value "H" _____

Subtotal _____

Multiply by: _____ 100

A. Pressure available for uniform loss **"A" =** _____

Water distribution piping is: _____

*Note: The "A" value obtained by using Table 82.40-3e can only be used for an individual dwelling when sizing the water treatment device (water softeners, etc) and no hose bibbs, hydrants, or high flow fixtures are being served by the water treatment device.

Note: High flow fixtures are defined as fixtures that exceed a flow rate of 4 gpm @ 80 psi, and water velocity not exceeding 8 ft. per second.

