

## Wisconsin Uniform Building Permit Requirements Manufactured one or two family dwelling

The following items are required to obtain a Wisconsin Uniform Building Permit:

1. Any required county permits
2. Any required town or village permits
3. A completed Wisconsin Uniform Building Permit Application ([on-line permit instructions](#)).

(on-line application: [https://gec.soliant.cloud/fmi/webd/GEC\\_BuildingPermitApplication](https://gec.soliant.cloud/fmi/webd/GEC_BuildingPermitApplication))

4. 2 complete sets of building plans to scale which include:
  1. Floor plan for all floors
  2. Section view
  3. Building Elevations
  4. Wall bracing
  5. Tall wall design
5. 2 copies of the Energy Analysis calculations, ResCheck (2009 IECC and WUDC 2009).
6. Erosion control plan. (May be shown on the site plan.)
7. Builders/Contractors applying for the building permit must supply their **Dwelling Contractor Credential** number with expiration date and their **Dwelling Contractor Qualifier Credential** number with expiration date.
8. The Home Installer for the project must provide their **Manufactured Home Installer Credential** number with expiration date
9. The plumbing contractor for the project must supply their **Plumbing Contractor Credential** number with expiration date and their supervising **Master Plumber Credential** number with expiration date.
10. The electrician for the project must supply their **Electrical Contractor Credential** number with expiration date and their supervising **Master Electrician Credential** number with expiration date.
11. The HVAC contractor for the project must supply their **HVAC Contractor Credential** number with expiration date.
12. Homeowners applying for a building permit must sign the **Cautionary Statement to Owners** in accordance with s 101.65 (1r), Stats.
13. The **Conditions of Approval** and **Erosion Control Conditions of Approval** must be signed by the person applying for the permit.

### IMPORTANT NOTICE

**The work you are doing under this permit must be inspected!**

Inspections for the following must be made prior to proceeding to the next phase:

1. Footings (forms in place, **prior** to pouring concrete).
2. Foundation (drain tile and stone in place, **prior** to backfill).
3. Underfloor plumbing (piping installed and on test).
4. Basement floor (vapor barrier, drain tile, and sump crock in place **prior** to pouring concrete).
5. Rough construction, electrical, plumbing with test and HVAC (work completed **prior** insulation).
6. Electrical service.
7. Insulation (insulation and vapor barrier installed, before drywall).
8. Final Inspection (all phases and trades completed, prior to occupancy).

**Any questions or to schedule an inspection, please call or text General Engineering at (608) 617-9253**

## 20.09(5) Plan submittal Checklist (11/23/2009)

This is a checklist for submitting drawings and information when making application for a Wisconsin Uniform Building Permit. Apply those portions where the dwelling has onsite construction. Do not apply to the factory-built portion that has been approved by another agency.

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

1. A plot plan showing the location of the dwelling and any other buildings, erosion control and storm water measures, wells and disposal systems on the property and property lines. For rural areas, include directions for locating dwelling. See UDC Appendix for additional information.
2. Floor plan which shows the size and location of:
  - a. Rooms
  - b. Doors
  - c. Windows
  - d. Room use
  - e. Structural features – size species and grade of lumber or other structural material for decks, joists, beams, rafters, trusses, headers, studs, and columns; strength, thickness and reinforcement (if any) of concrete for footings, foundations, floors and any other concrete work; height and thickness of concrete and/or masonry construction. Include structural calculations if designed per UDC or manufacturer's tables.
  - f. 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.
  - g. Exit passageways (hallways) and stairs (including all stair dimensions – riser height, tread width, stair width, headroom and handrail heights)
  - h. Plumbing fixtures (bathroom, kitchen, etc.) – lavatory, water closet, water heater, softener, etc.
  - i. Chimney(s) – include also the type of construction (masonry or factory built) and rating, if metal.
  - j. Heating equipment and the location of supply and return registers.
  - k. Cooling equipment (central air conditioning, if provided)
  - l. Attic and crawl space access.
  - m. Fire separation between dwelling and garage and between dwelling units.
  - n. Lateral bracing
3. Elevation drawings which show:
  - a. Information on exterior appearance
  - b. Indicate the location, size and configuration of doors, windows, roof, chimneys and exterior grade.
4. Cross-sectional drawings which shows (see optional aid for one store buildings):
  - a. Exterior grade level
  - b. Footing and foundation wall sizes, drain tile system and types of materials.
  - c. Exterior wall construction identifying materials used (including insulation and vapor barrier)

- d. Roof construction identifying materials used and spans (including insulation and vapor barrier)
  - e. Floor construction identifying materials used and spans (including insulation, if used)
5. Any additional information to help determine compliance with the code, such as:
- a. Location of electrical outlets, lights, switches, main distribution panel and smoke detectors on floor plans.
  - b. Water Calculation Worksheet for determining the size of water distribution system.
  - c. Electrical Service Load Calculation.
  - d. Manufacturer's name, model number, and input/output rating of heating appliance(s). Also include cooling appliance if central air is installed (Optional at inspector's request.)
  - e. Size and location of ventilation openings for attics and crawl spaces (can be shown on floor plans or elevation plans) (Optional at inspector's request.)
  - f. Location of any exhaust fans to be installed (Optional at inspector's request)
  - g. Plumbing isometric plan (Optional at inspector's request.)
6. Either a completed RemRate energy report or Completed Reschecks IECC2009 and The Wisconsin Uniform Dwelling Code 2009. If the latter is chosen , then a separate heat loss calculation for heating plant sizing is required.

NOTE: With proper detailing of building dimensions, material types, spans, sizes, spacing,  $F_b$ , properties, etc., and strikeouts of non-applicable details, this cross section would provide an acceptable plan drawing. With the local inspection authority's permission, this drawing may be detailed by a designer and submitted as part of a plan package for plan review. ( $F_b$  - Fiber bending stress of selected lumber. Alternatively, grade and species information may be noted.)

OWNER: \_\_\_\_\_  
 PROJ. LOC: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 DESIGNER: \_\_\_\_\_

VENTING: \_\_\_\_\_

ROOF SLOPE: \_\_\_\_\_

ROOFING: \_\_\_\_\_

UNDERLAYMENT: \_\_\_\_\_

DECKING: \_\_\_\_\_

RAFTERS/TRUSSES: \_\_\_\_\_

AIR CHUTES: \_\_\_\_\_

ROOF ANCHORAGE: \_\_\_\_\_

EAVE PROT. \_\_\_\_\_

VENTING: \_\_\_\_\_

EXT. COVERING: \_\_\_\_\_

EXT. SHEATHING: \_\_\_\_\_

WATER-RESIS.BARRIER \_\_\_\_\_

MAS. VENEER: \_\_\_\_\_

AIR SPACE: \_\_\_\_\_

BRICK ANCHORAGE: \_\_\_\_\_

FELT/FLASHING: \_\_\_\_\_

FOUNDATION ANCH. \_\_\_\_\_

SILL PLATE: \_\_\_\_\_

TOP COURSE: \_\_\_\_\_

WEEPHOLES \_\_\_\_\_

GRADE: \_\_\_\_\_

FDTN. INSUL: \_\_\_\_\_

INSUL. PROT: \_\_\_\_\_

FDTN. TYPE: \_\_\_\_\_

FDTN. THICKNESS: \_\_\_\_\_

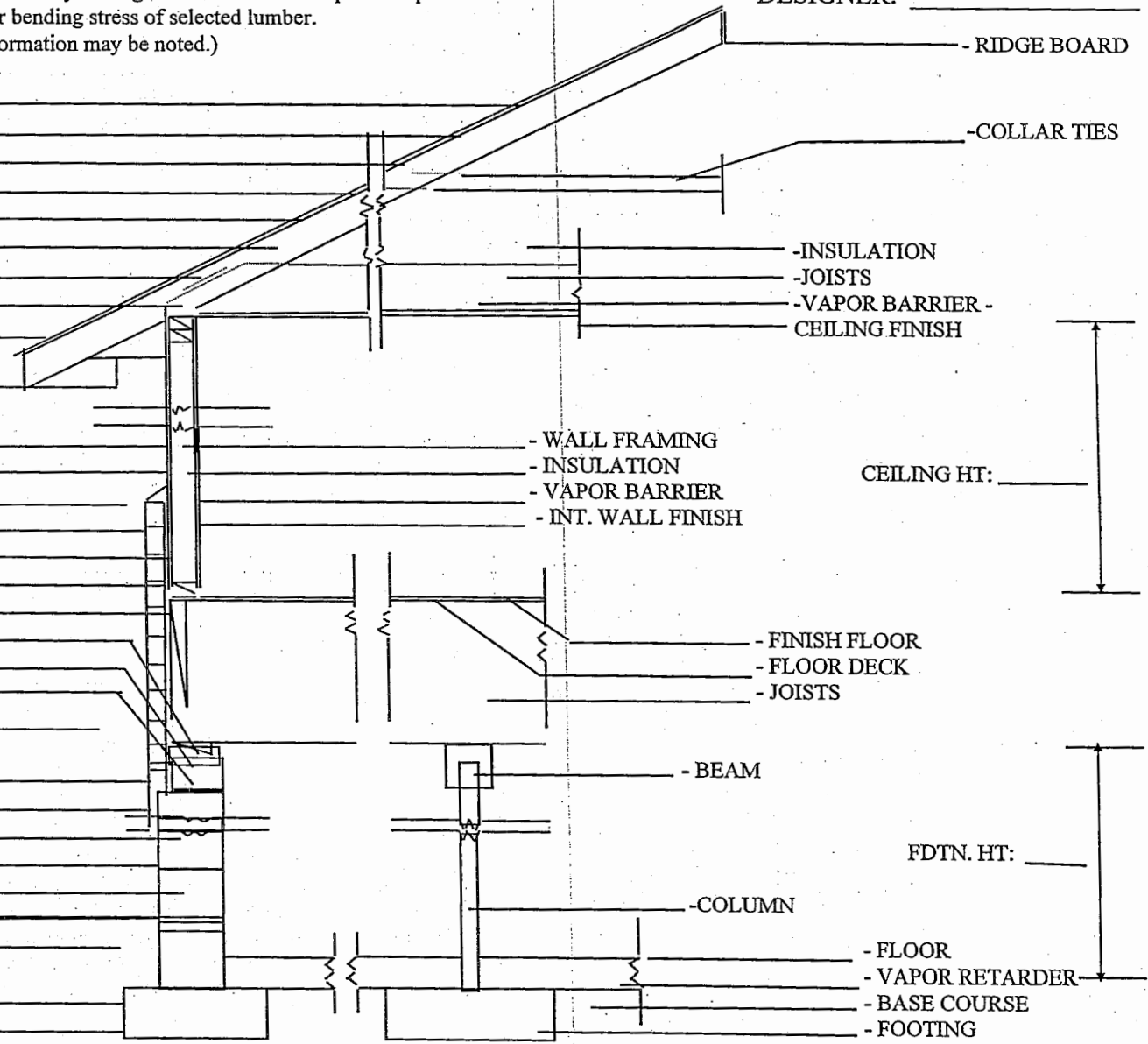
REINFORCEMENT: \_\_\_\_\_

DAMP PROOFING: \_\_\_\_\_

BACKFILL: \_\_\_\_\_

TILES & BLEEDERS: \_\_\_\_\_

FOOTING: \_\_\_\_\_



- RIDGE BOARD

- COLLAR TIES

- INSULATION

- JOISTS

- VAPOR BARRIER -

CEILING FINISH

- WALL FRAMING

- INSULATION

- VAPOR BARRIER

- INT. WALL FINISH

CEILING HT: \_\_\_\_\_

- FINISH FLOOR

- FLOOR DECK

- JOISTS

- BEAM

FDTN. HT: \_\_\_\_\_

- COLUMN

- FLOOR

- VAPOR RETARDER

- BASE COURSE

- FOOTING

Dept of Safety & Professional Services Industry Services Division Wisconsin Stats. 101.63, 101.73	<h2 style="margin:0;">Wisconsin Uniform Building Permit Application</h2> <p style="margin:0; font-size: small;">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))]</p>	Application No.  Parcel No.
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**PERMIT REQUESTED**     Constr.     HVAC     Electric     Plumbing     Erosion Control     Other:

Owner's Name	Mailing Address	Tel.
Contractor Name & Type	Lic/Cert#	Exp Date
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		

**PROJECT LOCATION**    Lot area \_\_\_\_\_ Sq.ft.     One acre or more of soil will be disturbed     Town  Village  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. \_\_\_\_\_

**Setbacks:**    Front \_\_\_\_\_ ft.    Rear \_\_\_\_\_ ft.    Left \_\_\_\_\_ ft.    Right \_\_\_\_\_ ft.

<b>1. PROJECT</b> <input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Other: _____	<b>3. OCCUPANCY</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input type="checkbox"/> Other: _____	<b>6. ELECTRIC</b> Entrance Panel Amps: _____ <input type="checkbox"/> Underground <input type="checkbox"/> Overhead <b>7. 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. HVAC EQUIP.</b> <input type="checkbox"/> Furnace <input type="checkbox"/> Radiant Basebd <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central AC <input type="checkbox"/> Fireplace <input type="checkbox"/> Other: _____	<b>12. ENERGY SOURCE</b> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="border: none;">Fuel</td> <td style="border: none;">Nat Gas</td> <td style="border: none;">LP</td> <td style="border: none;">Oil</td> <td style="border: none;">Elec</td> <td style="border: none;">Solid</td> <td style="border: none;">Solar Geo</td> </tr> <tr> <td style="border: none;">Space Htg</td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> </tr> <tr> <td style="border: none;">Water Htg</td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> </tr> </table>	Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar Geo	Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>									
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<b>2. AREA INVOLVED (sq ft)</b> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="border: none;"></th> <th style="border: none;">Unit 1</th> <th style="border: none;">Unit 2</th> <th style="border: none;">Total</th> </tr> </thead> <tbody> <tr> <td style="border: none;">Unfin.</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Bsmt</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Living Area</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Garage</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Deck/Porch</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">Totals</td> <td style="border: none;"></td> <td style="border: none;"></td> <td style="border: none;"></td> </tr> </tbody> </table>		Unit 1	Unit 2	Total	Unfin.				Bsmt				Living Area				Garage				Deck/Porch				Totals				<b>4. CONST. TYPE</b> <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd. per WI UDC <input type="checkbox"/> Mfd. per US HUD <b>5. STORIES</b> <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: _____ <input type="checkbox"/> Basement	<b>8. USE</b> <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other: _____	<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	<b>13. HEAT LOSS</b> _____ BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)	<b>14. EST. BUILDING COST w/o LAND</b> \$ _____
	Unit 1	Unit 2	Total																															
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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.

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 second page 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.

<b>ISSUING JURISDICTION</b>	<input type="checkbox"/> Town of _____ <input type="checkbox"/> Village of _____ <input type="checkbox"/> City of _____	<input type="checkbox"/> County of _____ <input type="checkbox"/> State _____	State-Contracted Inspection Agency#: _____	Municipality Number of Dwelling Location _____
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<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.

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. Sewage - Indicate if the dwelling will be served by municipal sewer or privately owned treatment system. If a private system is used, include the Sanitary Permit number. Note: A building permit cannot be issued for a new dwelling that utilizes a privately owned wastewater treatment system until a sanitary permit has been issued. This applies to any new or existing private onsite wastewater treatment system that will be used by the dwelling.
13. Heat Loss – Provide heat loss summation data (BTUs/HR) derived from the ResCheck report or the "Heating System Sizing Summary Calculator" available on the Division's website: <http://dsps.wi.gov/Programs/Industry-Services/Industry-Services-Programs/One-and-Two-Family-UDC>.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

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.

(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.

**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 standards, and will comply with those standards.

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

### Conditions of Approval

Based on the Uniform Dwelling Code SPS 320-325 your building plans have been **CONDITIONALLY APPROVED** and subject to the following conditions and all notes on plans and survey. **This list is not to be considered all-inclusive.** The complete code is available online at:

[https://docs.legis.wisconsin.gov/code/admin\\_code/sps/safety\\_and\\_buildings\\_and\\_environment/320\\_325](https://docs.legis.wisconsin.gov/code/admin_code/sps/safety_and_buildings_and_environment/320_325)

- POST BUILDING PERMIT CARD IN A CONSPICUOUS PLACE AT THE BUILDING SITE
- POST ADDRESS NUMBERS IN A CONSPICUOUS PLACE AS PER LOCAL ORDINANCE
- PROVIDE CONTRACTOR WITH THE APPROVED PLAN AND THESE CONDITIONS OF APPROVAL.
- 48-HOUR INSPECTION NOTICE IS REQUESTED PER SPS 320.10 (1) (a) 3.
- **PLEASE CANCEL/RESCHEDULE INSPECTION WHEN NOT READY TO AVOID REINSPECTION FEE.**

Foundation insulation shall be R- \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ and window R-values shall be \_\_\_\_\_ per the thermal performance data submitted with plans.

- Please provide **safe** means (approved ladder, etc.) to access areas for which an inspection request is made.
- Footings shall comply with SPS 321.15 and verification shall be provided if requested.
- All footings, foundations and lintels shall be installed min. 48" below grade. SPS 321.16
- Drain tile installation is required per SPS 321.17
- Structures including garages shall be anchored to foundation per SPS 321.18.
- Foundation wall reinforcement shall be provided per SPS 321.18(2) & (3).
- Back fill for garage and basement floors shall be clean sand, gravel or crushed stone per SPS 321.20.
- Spans and loads shall be determined by structural analysis or the provisions of SPS 321.
- Provide make-up air for exhaust fans per SPS 323.02.
- Garage door headers shall be engineered components or per SPS 321.25.
- Do not stack shingles over 4 bundles high on trusses when loading. Do not drop.
- Bedroom windows shall conform to SPS 321.03, min. clear opening size of 20" x 24".
- Exterior wall shall be braced at the corners according to SPS 321.25.
- Joints in top plate shall be separated by 2 (two) stud spaces min. First top plate must join over studs. SPS 321.25(2).
- Smoke detectors/CO detectors shall be installed per SPS 321.09 & 321.097, hard wired, interconnected, with battery backup.
- Provide draft stop and fire blocking per SPS 321.08 and 321.085.
- Fans shall terminate at the exterior of the building per SPS 323.02.
- Stairs, ladders, and ramps shall comply with SPS 321.04, 321.042, and 321.045.
- Seal penetrations in top and bottom plates in wall **prior** to insulating. SPS 322.30
- Attic ventilation per SPS 321.05, 322.08, and 322.11.
- Provide attic scuttle per SPS 321.07 (with self-closing hardware in rated walls and ceilings SPS 321.08).
- Light and vent shall be provided per SPS 321.05.
- Notching and boring shall comply with SPS 321.25 and 321.28.
- Vapor retarder requirement per SPS 321.05 and 322.22.
- Fireplaces shall comply with subchapter SPS 321.29 and 321.32.
- The requirements of the thermal performance (heat calcs) data submitted shall be followed.
- Window and door (fenestration) rating and labeling per SPS 322.05. **DO NOT REMOVE LABELS**
- Doors used as exits (min 2'-8" door) shall have at minimum a 36" x 36" landing with no greater than an 8 inch riser(s).
- Sliding doors used as the required second exit shall have 2'-6" clear opening width.
- Air leakage and joint penetration sealing shall conform to SPS 322.30.
- Insulation installation and identification shall be applied according to SPS 322.03.
- Glazing shall consist of safety glass as required by SPS 321.05(5).
- Recessed lighting fixtures shall conform to SPS 322.32.
- Pipe and duct insulation shall be provided per SPS 322.17-322.19.
- LVL beams may not be bolted into the top or bottom (narrow face of the grain). Follow engineered specs.
- Provide a copy of manufacturer's specs/structural analysis on all trusses, engineered components, repairs and a copy of the thermal performance data on site at all times.
- Electrical Panel must be removed by responsible party before final inspection and then reinstalled after inspection.

Contractor/Homeowner \_\_\_\_\_

Erosion Control Plan  
Checklist  
To be Completed by  
Landowner/Contractor

Landowner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

LO Phone Number: \_\_\_\_\_

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

Parcel # \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Fire # \_\_\_\_\_

Township: \_\_\_\_\_ Road: \_\_\_\_\_

Contractor Name & Phone#: \_\_\_\_\_

- |   |   |  |
|---|---|--|
| Y | N | Land disturbing activity will be 10,000 sq ft. (100' x 100') or more?                      |
| Y | N | Land disturbing activity will be on slopes of 12% or more (one foot rise or fall in 8 ft)? |
| Y | N | Land disturbing activity will be within 300' of a wetland?                                 |
| Y | N | Land disturbing activity will be within 500' of a navigable body of water?                 |
| Y | N | Land disturbing activity drain towards a road ditch or a road with storm sewer inlets?     |

- If the answer to ALL of the above questions is no (verified by Building Inspector) a pre-construction on-site by Building Inspector is not needed, and the landowner will install a standard erosion control practice(s) circled on the back of this form and identified on the erosion control site plan.
- If the answer to ANY of these above questions is yes, then a pre-construction on-site may be scheduled to determine if specific erosion control practices need to be included in the required Erosion Control Plan, or whether standard erosion control practices will be sufficient.

**INITIAL THE BOXES TO INDICATE YOU'VE READ AND UNDERSTAND:**

It is the landowner/contractor's responsibility to install and maintain the required conservation practices circled on the back of this form and included in the erosion control site plan. If a silt fence and/or tracking pad is required, those practices need to be properly installed prior to any ground disturbance.

The Building Inspector may inspect the site for compliance. **The landowner/contractor may be charged a re-inspection fee if the site is not code complaint and a re-check is necessary. In addition a stop work order may be issued.**

It is the landowner/contractor's responsibility to prevent any soils from leaving the site during construction. Any ensuing stormwater runoff concerns, resulting from filing and grading during or after construction, are civil issues between the landowner and any affected property owner(s).

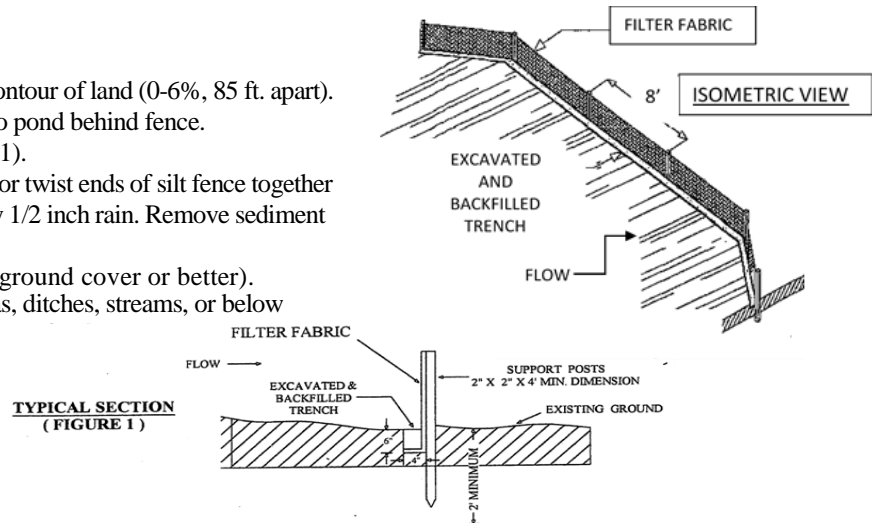
I certify that the information provided is true and complete to the best of my knowledge.

Landowner/Contractor Signature: \_\_\_\_\_

# STANDARD EROSION CONTROL PRACTICES:

## SILT FENCE

- Install before any land disturbance.
- Install on downslope sides of site parallel to contour of land (0-6%, 85 ft. apart).
- Extend ends upslope enough to allow water to pond behind fence.
- Bury 10 inches of fabric in trench (see figure 1).
- Leave no gaps. Overlap sections of silt fence, or twist ends of silt fence together
- Inspect and repair once a week and after every 1/2 inch rain. Remove sediment if deposits reach half the fence height.
- Maintain until a lawn is established (70% ground cover or better).
- Not recommended for concentrated flow areas, ditches, streams, or below Ordinary High Water Mark.

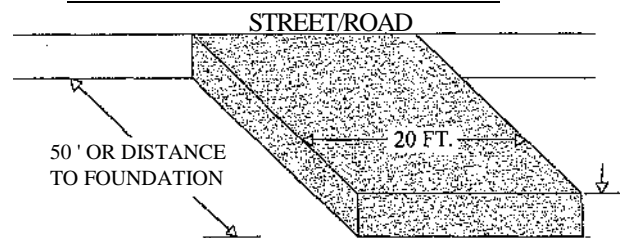


## ACCESS DRIVE / TRACK PAD

- Install access drive using 3 inch minimum aggregate prior to construction.
- Lay stone 12 inches deep and at least 20 feet wide from the road edge to the foundation or at least 50 feet if distance is greater.
- Use to prevent tracking mud onto the road by *all vehicles*.
- Maintain throughout construction.
- On sandy soils, when a tracking pad is not installed, sediment leaving site must be removed daily.

Where access drives connect to a public road, contact the appropriate unit of government (township/county/state) to determine culvert and other restrictions or permits.

### HOW TO INSTALL AN ACCESS DRIVE / TRACK PAD



## SEEDING AND MULCH

- Spread 4 to 6 inches of topsoil.
- Fertilize and lime if needed according to soil test.
- Seed with an appropriate mix for the site.
- Rake lightly to cover seed with 1/4" 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 2 inches tall.
- A dormant seeding may be installed 11/1 till snow cover.
- A frost seeding may be installed with no snow cover between 3/1-4/15.
- Seeding must be established (70% ground cover or better).

## BUILDING MATERIAL WASTE DISPOSAL

- All building waste material shall be properly managed and disposed of to prevent pollutants & debris from being carried off site by runoff.
- For proper disposal of flammable, combustible & hazardous liquids, contact the local fire department

## ROOF RUNOFF SYSTEM

- Install french drain at roof drip line with or without tile outlet.
- Install gutters & downspouts and outlet to one of the following:
  - Stable vegetated area.
  - underground tile outlet to stable vegetated area.
  - drywell.
  - infiltrator system.
  - rain garden.

"Installing these practices does not imply that Waupaca County is responsible or liable for practices installed by a third party and makes no guarantees or warranties regarding the installation of any requirements in this plan. It is the landowner's responsibility to take reasonable care and/or to ensure that care is taken during the construction such that the neighboring parties do not receive additional stormwater or sediment from filling and grading or are otherwise adversely effected by the installation of any required practices."

"The Building Inspector must be contacted for final inspections prior to removing any required practices."

# REQUIRED EROSION CONTROL PLAN SITE PLAN

WC002(1/2/14)

PROJECT LOCATION: *123 Maple Street Oakfield, WI 54900*

PROPERTY OWNER: *John Doe*

CONTRACTOR: **ACME CONTRACTING**

PREPARED BY: *John Doe*

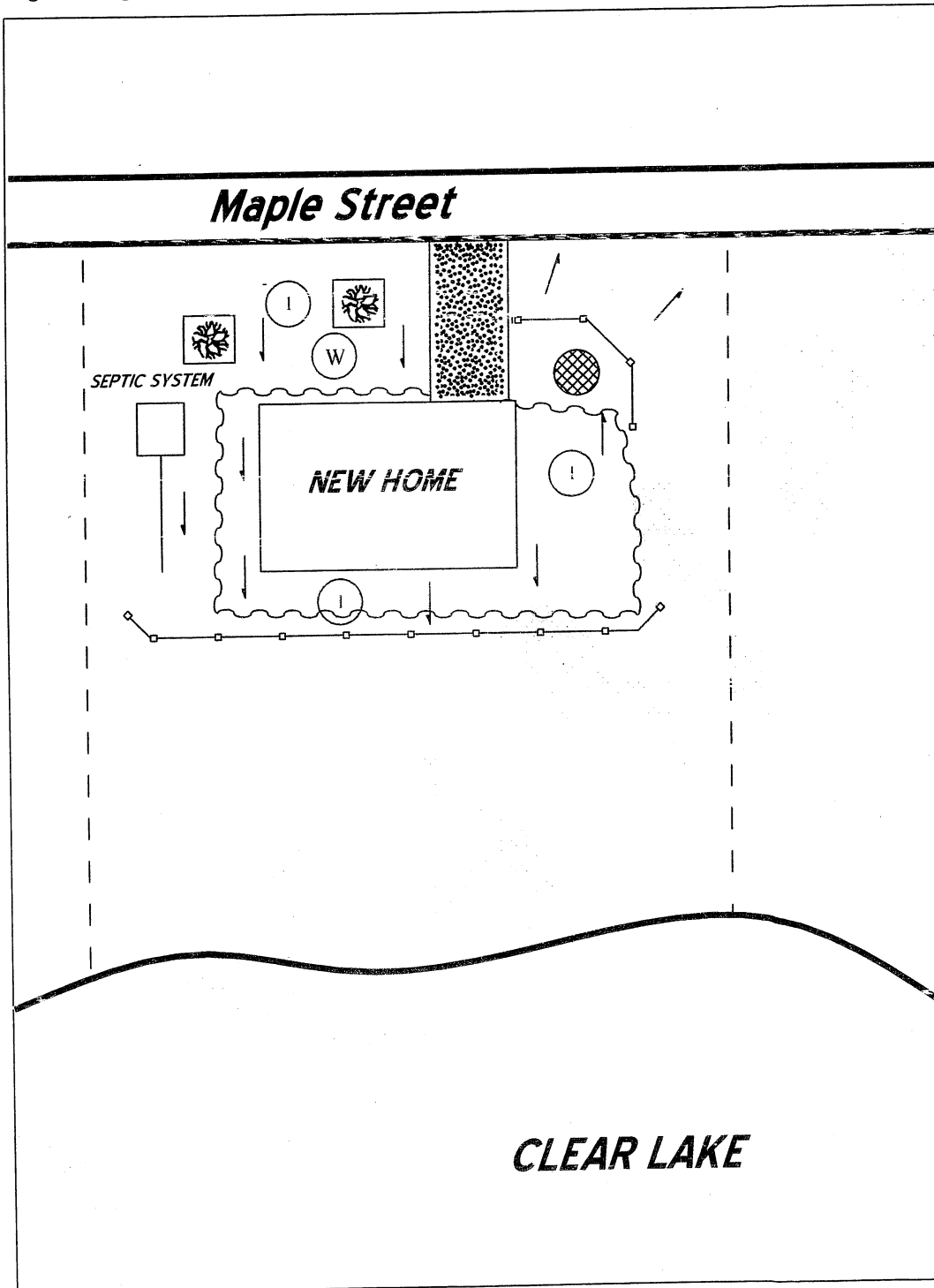
DATE: *1/2/2014*

REVIEWED BY:

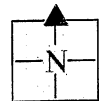
DATE:

**SPS 320.09(5)(a) requires that a site plan includes the following:**

*dwelling & building locations / wells / surface waters / dispersal systems / property lines / disturbed land / existing drainage / sediment control systems*



PLEASE INDICATE  
NORTH  
BY COMPLETING  
THE ARROW



SCALE:

1" = 40 FT

**EROSION  
CONTROL PLAN  
LEGEND**

- PROPERTY LINE
- ~~~~~ DISTURBED LAND
- ← EXISTING DRAINAGE
- SILT FENCE
- ▨ TRACKING PAD
- 🌳 TREE PRESERVATION
- ▣ STOCKPILED SOIL
- ⊙(W) WELL
- ⊙(I) VEGETATION SPECIFICATION:  
AREA TO BE TOPSOILED,  
SEEDED AND MULCHED  
BY OWNER AT THE  
COMPLETION OF  
CONSTRUCTION.

**It is the responsibility of the landowner to see that this erosion control plan is implemented.**

# REQUIRED EROSION CONTROL PLAN SITE PLAN

WC001A(1/2/14)

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

PROPERTY OWNER: \_\_\_\_\_

PREPARED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

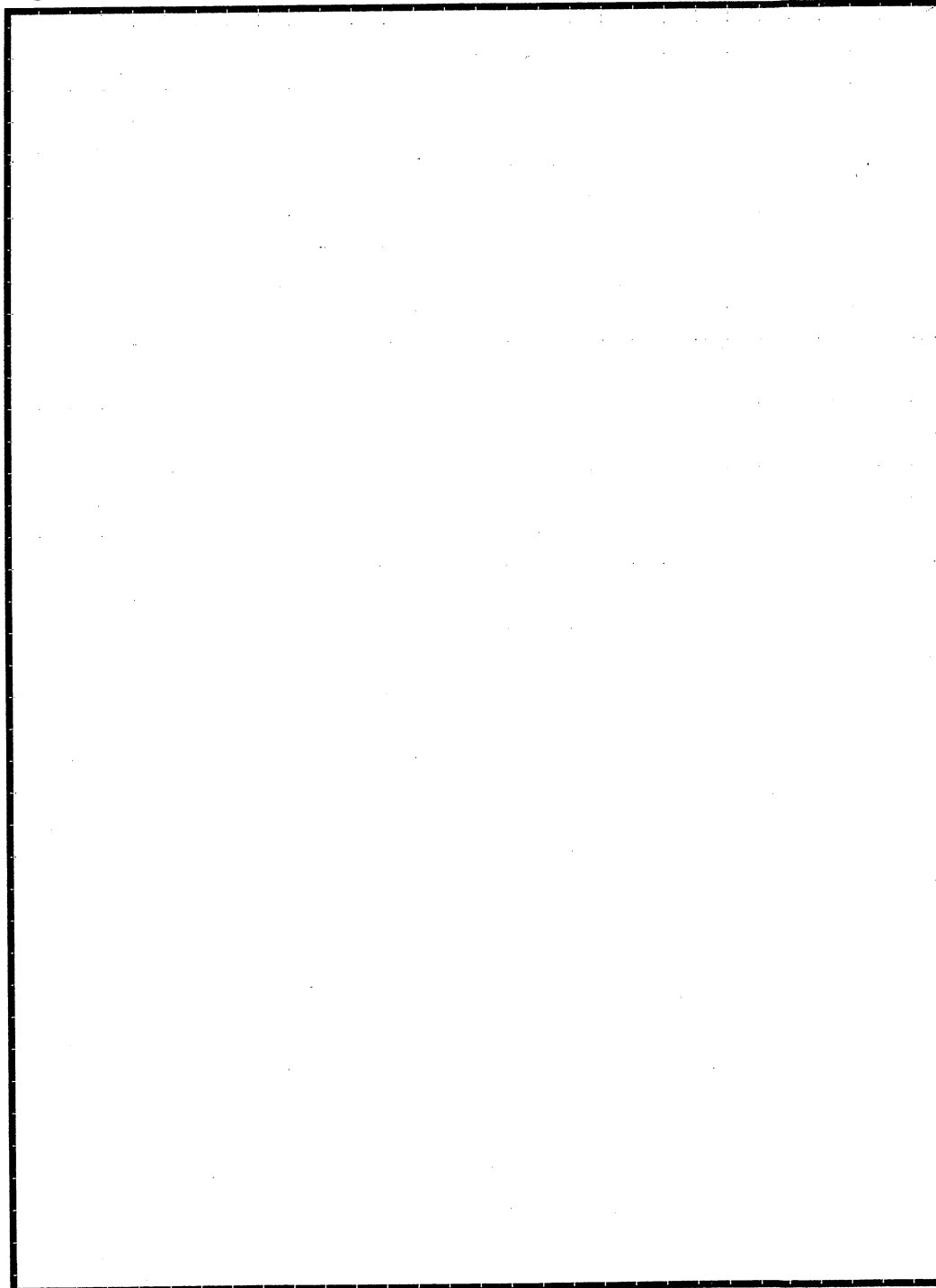
CONTRACTOR: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

## **SPS 320.09(5)(a) requires that a site plan includes the following:**

**dwelling & building locations / wells / surface waters / dispersal systems / property lines / disturbed land / existing drainage / sediment control systems**





PLEASE INDICATE  
**NORTH**  
BY COMPLETING  
THE ARROW



SCALE:

1" = \_\_\_\_\_ FT

### EROSION CONTROL PLAN LEGEND

- \_\_\_\_\_ PROPERTY LINE
- ~~~~~ DISTURBED LAND
- ← EXISTING DRAINAGE
- SILT FENCE
- ▒ TRACKING PAD
-  TREE PRESERVATION
-  STOCKPILED SOIL
- (W) WELL
- (1) VEGETATION SPECIFICATION:

AREA TO BE TOPSOILED,  
SEEDED AND MULCHED  
BY OWNER AT THE  
COMPLETION OF  
CONSTRUCTION.

**It is the responsibility of the landowner to see that this erosion control plan is implemented.**