



Town of Lyndon

Sheboygan County

W6081 County Road N, Plymouth, WI 53073

Phone: 920.528-7255

Email: clerk_treasurer@townoflyndon.com

Website: townoflyndon.com

New Residential Home Packet

Fee: \$730

DATE		
Owner's Name		Owner's Phone
Owner's Address		
City		Zip
Project Address		
City		Zip
Project Cost	Parcel # 59010-	What is Property Zoned?
Contractor Name		
Contractor Address		
City, State, Zip		Certificate Number

Applicants must first contact Lyndon Permit Agent Al Steiner at (920) 838-3249 to confirm zoning and siting of buildings. A scaled plot plan showing the proposed location of the dwelling, other buildings, wells, and driveways on the property with respect to property lines, shall be submitted with this application.

I, Lyndon Permit Agent Al Steiner, approve the zoning and siting of proposed new dwelling.

_____ date

BUILDING PERMIT APPLICATION PROCEDURE

Building permit applications may be picked up at the Town Hall or downloaded from website. Only complete applications will be reviewed for new home construction. Partially submitted applications, plans, or other data will be returned for completion. Submission of the permit data is NOT an approval to start. Anyone starting before actual permit issuance will be charged double fees, and possibly issued a citation.

Check when completed and provided with application:

- Copy of Sheboygan County Sanitary Permit; or
- Copy of sanitary permit from:
 - Lyndon Sanitary District #1
 - Hingham Sanitary District
- Copy of Sheboygan County Shoreland/Floodplain Zoning Permit, if applicable
- I have visited the DSPS site (<https://dsps.wi.gov/Pages/Programs/UDC/Default.aspx>) to begin the Uniform Dwelling Code Electronic Building Permit procedure. The clerk will be able to print off the completed Wisconsin Uniform Building Permit Application from this site prior to delivery to the Building Inspector.
- Scaled plot plan showing the proposed location of the dwelling, buildings, wells and driveways on the property with respect to property lines
- Three (3) complete sets of plans, including wall bracing plans
- The following concrete specifications:
 - Design criteria of foundation (ACI 332-14 or combination of ACI 332-14 and ACI 318-14);
 - Soil bearing and soils classification of the site location;
 - Steel rebar grade and size(s);
 - PSI of concrete strength;
 - Vertical rebar spacing (walls and footings); and
 - Number of horizontal rebars in foundation walls.
- Energy Worksheet/Heat Loss Calculations (REScheck)
- Standard Erosion Control Plan
- Cautionary Statement to Owners Obtaining Building Permits (Part of Ply 4 for Applicants)
- Electrical Permit Application, with NEC Standard Electrical Load Calculations
- Plumbing Permit Application
- HVAC Permit Application
- Driveway Permit Application
 - Driveway Permit (from town, relating to construction of driveway)
 - Driveway Permit (from County, relating to location of entry onto state or county roads)

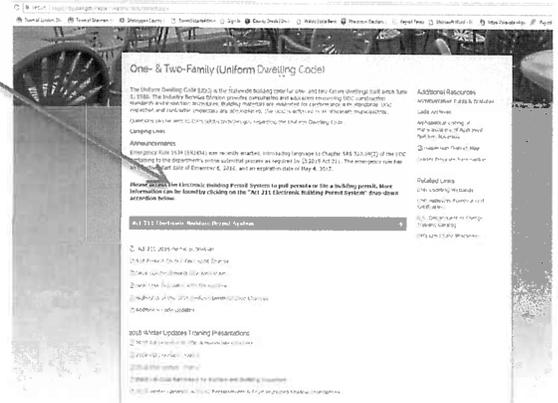
All inspections require a 48-hour notice.

New Home Construction & HVAC: Dan Goodine
920-254-6888

Electrical: Dave Dulmes
920-564-3039

Plumbing: Brett Reichardt
920-226-0751

You must visit this DSPS site: <https://dsps.wi.gov/Pages/Programs/UDC/Default.aspx>
Click on "Electronic Building Permit System" to enter information.



Energy Worksheet/Heat Loss Calculations

REScheck is a software application that has been created by the Federal Department of Energy for demonstrating compliance with building envelope requirements of various State building codes.

Effective January 1, 2016, the Wisconsin Uniform Dwelling Code updated its energy conservation code to the 2009 International Energy Conservation Code. As before, compliance with the UDC can be shown by use of the federal REScheck program. However the newest software version available on the federal DOE website no longer has the option to calculate heating plant sizing. In order to continue to offer that service, here is a link to the older version of REScheck, build version 4.6.2.0. (This may be confirmed by looking at "About" under "Help" on the menu bar of the software. Note that you may have problems if you have more than one version of REScheck on your computer). If you use this version, you must first calculate building envelope compliance by selecting the "2009 IECC" under "Code" on the menu bar, even though you may see a warning that your location requires use of the "Wisconsin 2009" code. After printing that out and without exiting REScheck, you may switch your code to "Wisconsin 2009", enter your county location and calculate your heating plant size on the Loads tab, as before.

Alternatively to size your heating plant by hand calculation after you have calculated building envelope compliance per the 2009 IECC, you would perform the following calculations, ignoring the units of measure:

Multiply the value in the "Your UA" field, from the Envelope tab of Rescheck, by the temperature difference for your dwelling location, which is 70 minus the value from the Outdoor Design Temperature of SPS 323.02(1) table and map in Appendix A of the UDC (link). (Note that subtracting a minus value is the same as adding.)

Calculate your conditioned building volume by multiplying your total conditioned floor area including basements in square feet by its average ceiling height in feet.

Select an air infiltration rate between 0.2 and 0.5 air changes per hour, based on your estimated dwelling envelope tightness. Multiply the building volume value from step 2 by your selected air infiltration rate from step 3 and by your temperature difference and by the constant 0.018.

Add together the values from steps 1 and 4 to obtain your minimum heating plant output capacity, in BTU/hour. (Note that the UDC no longer has an over-sizing limit.)

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

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

Erosion Control Practices

- 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.
- 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).
- 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.
- Location of sediment barriers around on-site storm sewer inlets.
- 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.
- 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.
- 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).
- 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.



(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 and will comply with those standards.

Owner's Signature: _____ Date: _____

Contractor Credential Requirements

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Industry Services. Contractors are also required to only subcontract with contractors that hold the appropriate contractor credentials.

Electrical Permit Application

Town of Lyndon, Sheboygan County
 W6081 CTH N, Plymouth, WI 53073
 p - 920-528-7255

\$55 Remodeling
 \$55 Additions
 \$45 Re-Inspections

Permit # _____
 Amount Pd \$ _____
 Check # _____

Make checks payable to "Town of Lyndon" and mail to address above.

To the Electrical Inspector:

The Undersigned hereby applies for a permit for the execution of electrical installation for light, heat or power as hereinafter described:

DATE	
Owner's Name	Owner's Phone
Project Address	
City	Zip
Project Cost	Parcel # 59010-

Type of Building or Structure:

<input type="checkbox"/>	Residential
<input type="checkbox"/>	Commercial
<input type="checkbox"/>	Industrial

Contractor: _____ Contractor Phone# _____
 Certificate # _____

Description of Work: _____

Comments: _____

The undersigned certifies that all the above information is correct. It is hereby agreed by the undersigned as owner, his agent or servant, and the Town of Lyndon, that for and in consideration of the premises and of the permit for the execution of electrical installation for light, heat or power, as above described, to be issued and granted by the Electrical Inspector, and the work therein will be done in accordance with the description herein set forth in this statement, and it is further agreed to alter and install the same in strict compliance with the Town of Lyndon, the Building Ordinance, the Wisconsin State Electrical Code, and to obey any or all lawful orders of the Electrical Inspector of the Town of Lyndon.

BEFORE WIRES ARE COVERED

Call: Dave Dulmes for inspection
 119 N 9th Street
 Oostburg, WI 53070-1174
 p - 920-564-3039

 Contractor or Agent Date

NEC Standard Electrical Load Calculation for Single Family Dwellings

(Only for Service Ratings of 120/240V, 225 Amps Max)

Owner: _____ Location: _____

Total Floor Area of Dwelling (NEC 220.12) _____ SQFT.

Factor	Quantity	Volt Amperes (VA)
“General Lighting”		
1. General Lighting (SQFT X 3 VA/SQ FT (Table 220.12))	3 X sqft.	
2. Small Appliance Circuits (1500 VA per circuit) (NEC 220.52(A)) (minimum 2)	1500 X	
3. Laundry Circuit (1500 VA per circuit) (NEC 220.52(B))	1500 X	
4. Total General Lighting Load (Add lines 1, 2 & 3):		
5. First 3000 VA @ 100%:		3000
6. Total General Lighting Load – 3000 = _____ @ 35%=		
7. Net General Lighting Load (Per NEC 220.42) (Add lines 5 & 6):		
*Fixed Appliances (if insufficient space, use back):		
• Garbage Disposal	YES	NO
• Bathroom Fan	<input type="checkbox"/>	<input type="checkbox"/>
• Microwave	<input type="checkbox"/>	<input type="checkbox"/>
• Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>
• Other:	<input type="checkbox"/>	<input type="checkbox"/>
• Other:	<input type="checkbox"/>	<input type="checkbox"/>
Total		
8. 3 or less Appliances, Total Appliance VA; 4 or more Appliances, 75% of Total Appliance VA (NEC 220.53):		
*Other Loads (including motors, EV charger(s), etc.)		
9. Electric Range (8000VA or Nameplate)**	YES	NO
10. HVAC	<input type="checkbox"/>	<input type="checkbox"/>
11. Electric Oven	<input type="checkbox"/>	<input type="checkbox"/>
12. Electric Dryer (5000 VA minimum)**	<input type="checkbox"/>	<input type="checkbox"/>
13. Electric Vehicle Charger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Other:	<input type="checkbox"/>	<input type="checkbox"/>
15. Other:	<input type="checkbox"/>	<input type="checkbox"/>
16. 25% of largest motor (NEC 430.24)		
Total Service Load Volt-Amperes (VA) (Add lines 7, 8 & 9 thru 16) =		
Total Service Load Volt-Amperes / 240-volts = Amperes		
***Service Rating (Amperes)=		

* For every “YES” answer, indicate VA rating of equipment

** Nameplate rating must be used if larger

*** Service Rating shall be greater than or equal to the Service load

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request will provide reasonable accommodation to ensure equal access to its programs, services and activities.

Plumbing Permit Application

Town of Lyndon, Sheboygan County
 W6081 CTH N, Plymouth, WI 53073
 p - 920-528-7255

New Homes Incl. in Bldg Permit Fee
 \$120 Remodeling
 \$120 Additions
 \$50 Over 2 Inspections

Permit # _____
 Amount Pd \$ _____
 Check # _____

Make checks payable to "Town of Lyndon" and mail to address above.

To the Plumbing Inspector:

The Undersigned hereby applies for a permit for the execution of electrical installation for light, heat or power as hereinafter described:

DATE	
Owner's Name	Owner's Phone
Project Address	
City	Zip
Project Cost	Parcel # 59010-

Type of Building or Structure: Residential Commercial Industrial

Contractor: _____

Contractor Phone: _____

Certificate #: _____

Description of Work: _____

FIXTURES	NUMBER
Sinks	
Lavatories	
Bath Tubs	
Water Closets	
Laundry Tubs	
Floor Drains	
Dishwashers	
Showers	
Garbage Disposal	
Bar Connections	
Sump Pumps	
Hose Bibs	
Water Softeners	
Other:	

ALL TESTS ON ROUGH INSTALLATIONS AS PER WISCONSIN PLUMBING CODE

ALL INFORMATION ON THIS PERMIT IS PURSUANT TO THE WISCONSIN STATUTE 145.06(1)(A), STATING THAT THE PLUMBING WORK MUST BE PERFORMED BY A CONTRACTING MASTER PLUMBER. The applicant agrees to comply with the Wisconsin Uniform Dwelling Code and other Municipal Ordinances and with the conditions of this permit, understands that the issuance of the permit creates no legal liability, expressed or implied o the Department or Municipality, and certifies that all the information is accurate.

X

 Signature of Master Plumber & Credential No.

Under floor/basement test & Inspection	Date
Rough-In	Date
Final	Date
X	
Signature of Plumbing Inspector	Date

PLUMBING INSPECTOR
Brett Reichardt #230622
631 Reed Street
Plymouth, WI 53073
p - 920-226-0751

H.V.A.C Permit Application

Town of Lyndon, Sheboygan County
 W6081 CTH N, Plymouth, WI 53073
 p - 920-528-7255

Permit # _____

\$40

The Undersigned hereby applies for a permit to install heating, ventilation or air conditioning equipment as hereinafter described.

DATE	
Owner's Name	Owner's Phone
Project Address	
City	Zip
Project Cost	Parcel # 59010-
Contractor	Contractor Phone
Contractor Address, City, State, Zip	Contractor Certificate #

Type of Building or Structure:

<input type="checkbox"/>	Residential
<input type="checkbox"/>	Commercial
<input type="checkbox"/>	Industrial

Type of Installation:

<input type="checkbox"/>	Boiler	<input type="checkbox"/>	Fireplace or woodburner
<input type="checkbox"/>	Furnace	<input type="checkbox"/>	Replacement of Equipment
<input type="checkbox"/>	Unit Heater(s)	<input type="checkbox"/>	Air Conditioning
<input type="checkbox"/>	Rooftop Unit(s)	<input type="checkbox"/>	Ventilation
<input type="checkbox"/>	Addition to Existing	<input type="checkbox"/>	Other: _____

Type of fuel: _____

Calculated BTU heat loss: _____

BTU Rating: Input _____ Output _____

Comments: _____

The undersigned certifies that all of the above information is correct, and applies for a permit to do the work above described and hereby agrees that such work will be done in accordance with the descriptions set forth herein; and it is further agreed that such work will be done in strict compliance with the State Heating and Ventilating Code of Wisconsin; and the undersigned agrees to obey any and all lawful orders of the HVAC Inspector of the Town of Lyndon.

 Contractor or Agent

 Date

Driveway Application

Town of Lyndon, Sheboygan County
 W6081 CTH N, Plymouth, WI 53073
 p - 920-528-7255

Fee Required: \$ \$50.00

- **Contact Permit Agent Al Steiner at 920-838-3249**
- Complete all sections of this form and return to Clerk's office or Permit Agent with fee and other required documents (see section below).

NAME		PHONE	
ADDRESS		CITY	ZIP
SITE ADDRESS		CITY	ZIP
PARCEL #			

SECTION 1	TYPE
Type of Driveway you are applying for:	
<input type="checkbox"/>	16' - 40' Residential Driveway **Complete Sections 2 & 3
<input type="checkbox"/>	16' - 40' Agricultural Field Entrance **Complete Sections 2 & 3
<input type="checkbox"/>	16' - 40' Commercial Driveway **Complete Sections 2 & 3
<input type="checkbox"/>	16' - 40' Proposed Town Road **Complete Sections 2 & 3
<input type="checkbox"/>	16' - 40' Relocation of an Existing Driveway **Complete Sections 2 & 3
<input type="checkbox"/>	Improvement to an Existing Driveway

SECTION 2	LOCATION
1. Name of the nearest intersection of town, county and/or state roads: _____	
2. Driveway location is approximately _____ (miles) _____ (N, E, S, W) of said intersection.	
3. Looking both ways down the road, is vision clear for at least 600'? _____ Yes _____ No	
4. This driveway will result in how many driveways serving this property? _____	
**Applicant shall place stakes in ditch line where he/she wants to place driveway so the proposed location may be inspected by Permit Agent or Plan Commission.	

SECTION 3	CULVERTS
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Chapter 13.1 (4)(3) - Each driveway shall have a steel, concrete or Corrugated High Density Poly Ethylene (CHDPE) culvert at least 15 inches in diameter at the ditch line where the driveway meets the public or private road, unless modified by the Zoning Administrator. The culvert length and type will be determined by the Zoning Administrator.

- **If using steel material, it will be ordered in 2' length increments, with a minimum of 16' feet
- **If using CHDPE, it will be ordered in length of 20', 24' or 30'

I, the undersigned applicant, do hereby certify that I have requested this driveway permit and that I understand and agree to abide by all applicable provisions and restrictions which are shown on this application.

Signature of Applicant

For Town Use Only			
Date App Rec'd:	PC Mtg Date:	PC recommend to TB?	Yes No
Date notice sent to Review:		For Publication Dates of:	
Pub Hearing Date:	TB Approve?	Yes	No

SHEBOYGAN COUNTY DRIVEWAY PERMIT APPLICATION

Sheboygan County Highway Department
1211 N 23 St
Sheboygan WI 53081

Permit Application Fee: \$100.00 per driveway
(Due when submitting application)
Make check payable to: Sheboygan County Treasurer
Submit to: 1211 N 23 St, Sheboygan WI 53081

TYPE OR PRINT APPLICATION IN INK

Name of applicant (property owners full name): _____
Present mailing address: _____
(for return of application) Address City State Zip
Email address: _____
Phone # between 7:30 a.m. and 3:30 p.m. Monday through Friday _____

PERMIT INFORMATION

(To be filled in by applicant for each driveway requested)

Type of driveway requested:
16' to 24' residential driveway _____ (serves a private home(s))
16' to 35' agricultural field entrance _____ (serves farm buildings or fields)
16' to 35' commercial driveway _____ (serves a retail, wholesale or industrial business)
16' to 35' proposed town road _____ (development serving multiple properties that will result in the town accepting the dedication of the roadway)

Please check one: _____ new driveway _____ improve existing driveway _____ relocate driveway

What county trunk highway does the proposed driveway enter onto: _____
What is the name of the nearest intersecting road from the proposed driveway: _____
What direction is the driveway from the nearest side road (i.e. north, south, east, west): _____
What side of the highway is the proposed driveway on (i.e. north, south, east west): _____
Looking both directions will you be able to see, or be seen, by vehicles for at least 600 feet: Yes _____ No _____

Applicant shall place stakes in ditch line where driveway is proposed so an employee of Sheboygan County Highway Department may inspect proposed location.

This driveway will result in how many driveways serving this property, include driveways on adjoining roads: _____

I, the undersigned applicant do hereby certify that I have requested this driveway permit and that I have read, understand, and agree to abide by all the applicable provisions and restrictions which are shown on the reverse side of this permit application. Please see other side for owner's covenant.

Applicant/owner's signature Date

DO NOT WRITE BELOW THIS LINE – COUNTY USE ONLY

Township _____ Section _____ ¼ _____ ¼

Does property presently have any access restriction? Yes _____ No _____
If yes, explain nature of restriction _____

Is further subdivision of adjoining lands possible: Yes _____ No _____

Culvert pipe required under driveway: Yes _____ No _____ Diameter _____ Length _____

Highway authority approval _____ Date _____

Shed: EL SS NS Adell Cascade Plymouth Check received: Yes _____ No _____

OWNER'S COVENANT

- A. Any grading, special ditching, alteration of slopes, or any other disturbance of any portion of the highway right of way, shall be restored by and at the expense of the applicant, to the condition existent prior to such disturbance and to the satisfaction of the Sheboygan County Highway Commissioner or his designated representative.
- B. The entire cost of the driveway construction or installation shall be the obligation of the applicant.
- C. Applicant **shall** at all times keep the driveway culvert free of debris and other obstructions to provide proper drainage along the highway.
- D. Maintenance and upkeep of driveway on and over County Trunk Highway Right of Way shall be the responsibility of the applicant.
- E. The area within 5 feet of a property line shall be a restricted area over which no driveway may be developed. The 5 foot restriction shall be measured parallel to the pavement edge and shall be effective between the right of way line and a line 10 feet from and parallel to the pavement edge. This is to serve as an island area should the adjoining property owner request a permit for a driveway.
- F. The centerline of that part of the driveway lying on the county right of way shall be at approximately right angles to the pavement except as topography may make certain angular placement necessary.
- G. Driveway width is measured at the ditch line, and is equal to the actual drivable width.
- H. Culvert materials are restricted to corrugated steel, concrete, and Corrugated Polyethylene Pipe (HDPE), meeting AASHTO M 294, Type S Specifications.
- I. At a distance of six (6) feet from the edge of the highway pavement, the finished grade of the driveway shall be at least four (4) inches below the grade of the edge of the adjacent pavement.
- J. **This permit is revocable.** If the applicant fails to complete the driveway within 90 days, or if the highway right of way is not restored within thirty (30) calendar days, or if the driveway is not installed in accordance with this permit and/or the Sheboygan County Highway Department's rules for driveway construction, the Highway authority may arrange for the restoration, and all resulting costs shall be the obligation of the permit applicant.
- K. The applicant, his successors, or assigns, agree to hold harmless the Sheboygan County Highway Department and its duly appointed agents and employees against any action for personal injury or property damage sustained by reason of the issuance or exercise of this permit.
- L. All new driveways shall be constructed to have permanently vegetated sloped sides, unless the streets have curb and gutter. Such construction shall be accomplished using only soil materials. The side slopes of the driveway shall be sloped at no more than a length to height ration of 2.5:1. All slopes shall be seeded or sod by the property owner.

The following special provisions, as deemed necessary by the Highway Department's duly appointed agents and employees, shall apply to this permit:

Mailboxes

By necessity, rural mailboxes must be located next to the roadway and at windshield height. Unfortunately, when hit, these mailboxes can penetrate the windshield, causing severe injury to vehicle occupants. Of particular concern is the multiple mailbox installation in which a single horizontal support parallel to the roadway is mounted on one or two posts. These horizontal supports can become “spears” when the mailbox group is hit by a vehicle.

Locating mailboxes along the roadside is complicated by many factors other than snow removal. These require balancing the maximum convenience to the patron with safety considerations for highway traffic, and with postal carrier convenience and safety. You must also take into account existing roadside conditions such as proximity to intersections, blind spots caused by curves, hills and vegetation, and utility poles, guardrails, nearby bridges and other physical installations.

Recommended Mailbox Installation

To avoid damage to your mailbox and also allow the snowplows to remove the snow from under your mailbox, the following dimensions are recommended.

Placing mailboxes a short distance away from driveways and intersections helps to avoid restricting snow banks and also damage to your mailbox. The box and base should be strong enough to withstand flying snow and slush from traffic and snowplows.

