

CITY OF WAUKESHA, WISCONSIN
DEPARTMENT OF COMMUNITY DEVELOPMENT – BUILDING INSPECTION
APPLICATION FOR EROSION CONTROL, GRADING, and DRIVEWAY PERMIT
For New One and Two Family Dwellings Only

Job Address: _____

Read carefully. Your signature indicates that you have read and understand the terms of this Application.

Deadline for Completion of Final Site Grading, Installation of Driveway, and Stabilization of Disturbed Land: Final site grading, installation of driveway, and stabilization of disturbed land as defined in Wis. Admin. Code SPS 321.125(1)(c) must be completed by the date the certificate of occupancy is issued, except as provided in subsection (3) of Municipal Code §16.075. Failure to comply shall not preclude the issuance of the certificate of occupancy, but will result in penalties being assessed for each day thereafter the work remains uncompleted.

Exception for Seasonal Delay: If, after a good-faith effort to complete construction, a certificate of occupancy cannot be issued before October 15 of the year in which construction began, then final site grading, installation of driveway, and stabilization of disturbed land as defined in Wis. Admin. Code SPS 321.125(1)(c) shall be completed by the subsequent May 31. Failure to do so will result in penalties being assessed for each day thereafter the work remains uncompleted.

Responsible Parties: This Application shall be signed by both the general contractor performing the construction and the owner of the land on which the construction is taking place, and both shall be jointly and severally liable for compliance with the requirements of Municipal Code §16.075 unless the construction contract specifically states that only one of the parties is responsible for compliance, and that party expressly acknowledges sole responsibility by signing in Box 2, below.

Erosion Control Must Remain in Place until Stabilization of Disturbed Land: Erosion control measures complying with Wis. Admin. Code SPS 321.125 must remain in place and be maintained in effective condition at all times prior to stabilization of disturbed land as defined in Wis. Admin. Code SPS 321.125(1)(c), including during a seasonal delay period. If during a delay period erosion control measures become ineffective, they must be replaced. Failure to maintain erosion control measures will result in penalties being assessed for each day the erosion control remains ineffective.

An Erosion Control Site Plan must be submitted with this application: The plan shall be legible, drawn to scale or dimensioned and include all the following: 1. The location of all buildings, wells, surface waters and dispersal systems on site with respect to property lines and surface waters adjacent to the site. 2. The areas of land-disturbing activity and location of all erosion and sediment control measures to be employed in order to comply with SPS 321.125. 3. The pre-construction ground surface slope and direction of runoff flow within the proposed areas of land disturbance.

Both the property owner and the contractor must sign in Box 1.

By signing this Application, you acknowledge that you have read this entire Application and agree to be bound by its terms.

Box 1

Note to property owner: If your contractor is to have sole responsibility, you must still sign in Box 1. Your contractor will release you from responsibility by signing in Box 2, however, if your contractor fails to sign in Box 2, you will remain jointly responsible. Therefore, to ensure that the contractor takes sole responsibility, it is advisable to first have the contractor sign in Box 2 before you sign in Box 1. If you are to have sole responsibility, then you must be the one to sign in both boxes.

Property owner signature: _____ Date: _____

Property owner print name: _____ Phone: _____

Property owner address: _____

Contractor signature: _____ Date: _____

Contractor print name: _____ Phone: _____

Contractor address: _____

Optional agreement to assume sole responsibility for compliance with the Erosion Control, Grading and Driveway Permit and Municipal Code §16.075:

By signing in Box 2, you are agreeing that the construction contract requires you to be solely responsible for completion of the final site grading, driveway installation, and stabilization of disturbed land by the date the certificate of occupancy is issued, or as provided in the "exception for Seasonal Delay" described above; that you will be solely responsible for complying with Municipal Code §16.075; and that the non-signing party will be relieved of that responsibility. If both the property owner and the contractor want to remain jointly liable for compliance, then neither party should sign in Box 2.

Box 2

Warning to property owner: If your construction contract requires your contractor to complete final grading, install the driveway, or stabilize disturbed land by seeding or sodding, then do not sign here. If you sign here, your contractor will not be responsible for those items.

Signature: (of same person shown in Box 1) _____ Date: _____

Circle one: (Property Owner) (Contractor)

Transfer of Permit

This Erosion Control, Grading and Driveway Permit is transferable by filing a Permit Transfer Form signed by both the original permittee and the transferee with the City. Upon transfer, the original permittee shall no longer be responsible for compliance with the requirements of §16.075.