

**2007 RESIDENTIAL BUILDING REQUIREMENTS**

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

BUILDER: \_\_\_\_\_

STREET: \_\_\_\_\_  
CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
PHONE # \_\_\_\_\_

LICENSE NO: \_\_\_\_\_

EXPEDITER: \_\_\_\_\_

OWNER'S CURRENT ADDRESS: STREET: \_\_\_\_\_  
CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
PHONE # \_\_\_\_\_  
FAX # \_\_\_\_\_

NEW HOME LOCATION: LOT \_\_\_\_\_ BLOCK \_\_\_\_\_  
SUBDIVISION \_\_\_\_\_

NEW HOME ADDRESS: STREET \_\_\_\_\_  
CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_

**ITEMS INCLUDED WITH THIS SUBMITTAL:**

- \_\_\_\_\_ Sets of building plan (3)
- \_\_\_\_\_ Sets of heat loss calculations (2)
- \_\_\_\_\_ Plat Surveys (3)
- \_\_\_\_\_ Truss calculations (before rough inspection)
- \_\_\_\_\_ Fireplace specs

**SUBCONTRACTORS:**

HEATING:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
License #: \_\_\_\_\_  
Phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_

ELECTRICAL:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
License #: \_\_\_\_\_  
Phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_

PLUMBING:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip: \_\_\_\_\_  
License #: \_\_\_\_\_  
Phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_



**CONDITIONS OF CONSTRUCTION APPROVAL  
REVISED FEB -2007**

PERMIT# \_\_\_\_\_ ADDRESS \_\_\_\_\_

- 1) Wisconsin Administrative Code, Dept. of Commerce, Chapters Comm 20-25 Uniform Dwellings is the governing code for all one & two family homes built in the State. This code will be followed, together with Municipal Supplements. (Copies of these codes would be helpful to you, and may save you a lot of time and money.)
- 2) No inspections will be made unless the building permit is displayed at the job site. Comm 20.09(5) 2. (c)
- 3) Erosion control bond will **ONLY** be reimbursed to the building permittee after recertification of rough grade is done **BEFORE** finish grade is established along the site. Site stabilization will be determined by an inspection completed by Building Safety Office employee. After inspection, the building permittee must make request for reimbursement in order for funds to be returned.
- 4) Construction Water meters must be requested if water usage is expected during construction **from Racine Water Utility**. Call 262-636-9435 to begin paperwork. All water use **MUST** be metered!!
- 5) Permanent Water meters need to be installed before occupancy will be given.
- 6) Driveway approach and public sidewalk need to be installed before occupancy is given, a deposit payable to the Village equal to the current cost of installation, 8.01(12)(b). This deposit shall be refunded in full upon verification of installation. The building inspector shall determine the amount of the deposit.
- 7) Have available at the job site for rough-in inspections, any engineering data and drawings for any factory-engineered components. (Roof and floor trusses, etc...)
- 8) Subdivision regulations and deed restrictions if any, need to be followed also.
- 9) This inspector shall perform inspections within 48 hrs. Of request. (2-business days- Comm 20.10(a)). If not completed by then, the contractor/owner may proceed with the work.

APPLICANT'S  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Fred Kobylinski  
Building Inspector  
(262) 886-7223



**Certificate Of Compliance  
Village Of Sturtevant  
2007  
Lot Grading/ Erosion Control**

**Lot Grading**

I, \_\_\_\_\_, as owner of the property at \_\_\_\_\_  
In the Village of Sturtevant, have received and am aware if the lot grading requirements as shown on Subdivision / Site Grading Plan and/or Building Plat Survey Map. I hereby certify that the lot grading and restoration has / will be done in accordance with the instruction sheet and plat of survey map within 270 days of initial occupancy of dwelling at this address. Refer to the attached documents for the specific time frames.  
(a copy of this document is kept on file in the Village Building Inspection office)

\_\_\_\_\_  
Signed (property owner)  
\_\_\_\_\_  
Date

**Erosion Control**

It is the responsibility of the property owner and their contractor to install and maintain erosion control devices as shown on the approved plat survey. Erosion control devices already installed by the developer shall be maintained by the owner or their contractor. These devices shall remain in place and be Maintained until the lot has stabilized and vegetative cover has been established per Comm. 21.25, and Chapter 15 Village Of Sturtevant Municipal Ordinance.

\_\_\_\_\_  
Signed (property owner)  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signed (builder/contractor)  
\_\_\_\_\_  
Date

***Please return within 30 days of issuance of permit to:***  
Frederick S. Kobylinski / Building inspector  
Telephone: 262-886-7223  
Office Hours: Mon., Tue., Thurs. & Friday 8:30 a.m. 10:30 a.m.

Office use only

Permit No:
Received By:

**Note : Please Give Attached Copies To The Home Owner**



**Required Erosion Control Measures – Installation / Maintenance Agreement**

1. All erosion control procedures shall be installed to maximize performance.
2. Erosion control procedures shall be installed according to the time frame set forth in the UDC, and Chapter 15, Municipal Code (Perimeter controls within 24 hours of land disturbance and non-tracking access drive prior to framing above the first floor decking.)
3. Sediment shall be removed from behind sediment controls once it has reached a depth that is equal to half the controls height.
4. Breaks and gaps in sediment controls shall be repaired. Decomposing straw bales shall be replaced.
5. All sediment that moves off-site due to construction activity shall be cleaned at the end of the workday.
6. All sediment that moves off-site due to storm events shall be cleaned before the end of the next workday.
7. Non-tracking access drives shall be maintained throughout construction.
8. All erosion control procedures shall be maintained until upland areas are stabilized.
9. Implemented storm water management systems within 100 feet of construction site or of the site disturbance.

***Preventative erosion control documents are to be returned within 30 days of issuance of Building Permit to:***

**Village of Sturtevant, Building Safety Office, 2801 89<sup>th</sup> Street  
Sturtevant Wisconsin, 53177-0595**

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**AGREEMENT**

I hereby certify that I understand the construction site erosion control provisions of the Wisconsin Uniform Dwelling Code/Department Of Commerce 20-25, Municipal Ordinance Chapter 15 of the Sturtevant Municipal Code and attached signed erosion control documents included in this packet, and I accept responsibility for carrying out the erosion control plan as approved by the code enforcement authority

\_\_\_\_\_  
Name of Responsible Party

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Homeowners Signature

\_\_\_\_\_  
Date

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**APPROVAL**

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\_\_\_\_\_  
Code Enforcemnt Authority 2007

\_\_\_\_\_  
Date



**VILLAGE OF STURTEVANT - 2007  
EROSION CONTROL REQUIREMENTS**

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-Analysis-

This sheet is supplemental to the Code of Ordinances of the Village of Sturtevant Municipal Code relating to Erosion Control to make the process more efficient.

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The Village of Sturtevant Racine County Wisconsin ordains as follows:

Part 1. Section 15.04 Definitions is to be amended to add the following definitions:

A. **Definitions.** For the purpose of this section

- a) "Agent" shall mean the person, partnership or corporation who signs the application for the building permit for the owner of the parcel.
- b) "Owner" shall mean the person who holds the legal title to the property at the time the building permit is issued.

B. **Part 2.** Add an amended Article 15.045 to include the following:

- 1. **Cash bond.** Before the issuance of any building permits for any dwelling unit, commercial building, industrial building, institutional building, or for any structure which will require any grading or drainage work, the owner, or the owner's agent, shall place on deposit with the Village Treasurer the sum of \$1,000.00 as cash bond.
- 2. **Requirements.** Such cash bond shall guarantee that all site grading and drainage work be completed in accordance with the following requirements: Sections 2 – 7 of this erosion control document.
  - a) All required culverts and all other required drainage structures or appurtenances shall be:
    - i. Of the required size;
    - ii. Properly installed at the required elevations and location;
    - iii. In an undamaged condition; and
    - iv. Free of any silt or any other deposits
- 3. All required ditches, swales, drainage easements and waterways located within the boundaries of the involved parcel or within the Village right-of-way lying adjacent to/and including the involved parcel shall be;
  - a. Graded to the proper gradients and site slopes;
  - b. Lie at the required elevations and locations; and
  - c. Have been seeded or sodded and covered with healthy growing grass.
- 4. The proposed rough/finished yard elevation around the perimeter of any new structure shall be recertified according to a subdivision grading plan or predetermined by the Village Engineer, and the entire building site shall be generally graded to the required elevations and contours as shown on the building permit survey/grading plan which is required under Section 14.05 (2)(a)



5. All roof drainage and sump flowage shall be discharged pursuant to the Village Municipal Ordnances, and shall not saturate, accumulate or damage the property of an adjacent parcel.
  6. The premises shall be cleared of all rubbish, debris or unused materials
  7. The owner and agent shall be required to sign this site restoration application and receive a copy of the general instructions for the items (1) through (6) at the time of the building permit issuance. The instructions shall indicate that the site must be restored within 270 days of occupancy
- C. **Inspection.** After the Village Building Inspector issues the occupancy permit, the owner shall be notified in writing that the residence shall be inspected at the end of 270 days for compliance with par. 2-6 above. The inspection shall be completed within the 270 days; however, if the occupancy permit is issued between February 15<sup>th</sup> and July 31<sup>st</sup>, then the inspection shall be completed before May 1<sup>st</sup> of the following year.
- D. **Refund.** If the inspection as described in C., above reveals that all the requirements listed in (2 - 6) above have been met, the cash bond shall be released upon written request from owner or owner agent. The Building Inspector will then process this request. If the inspection does not meet such requirements, the Building Inspector shall notify the owner in writing of the deficiencies which must be corrected in 60 days. If the 60 days extends beyond October 31<sup>st</sup> then a re-inspection shall be performed by May 1<sup>st</sup> of the following year.
- E. **Completion by the Village.** All grading, drainage and clean up work shall be completed within 360 days after the issuance of the occupancy permit with respect to the building or structure for which the building permit was issued. In the event that the work is not completed within the 360 day period, the Village may have the work completed and charge any costs against the cash bond, with the balance of the bond to be refunded. In the event the bond is inadequate to pay for all the costs the owner shall pay any deficiency to the Village or the cost may be charged against the property as a special assessment. The Village shall have 540 days after the issuance of an occupancy permit to complete the work. If the Village does not complete such work within 540 days, the balance of the cash bond shall be refunded.

I have read the document above, and fully agree, and accept these terms as stated. Date:

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Owner

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Agent

Owner's agent



**2007**  
**Terms and Conditions Agreement**

I, (check all that apply):

- Developer
- Builder/ Contractor
- Home Owner

Confirm that I have read and agree to the terms and conditions outlined in **ALL** documents included in this packet. I have reviewed the following documents:

- 1) Building Permit Application Procedures
- 2) New one and Two Family Homes; Information needed in order to process Building Permit Applications
- 3) Conditions of Construction Approval 2007
- 4) Inspections
- 5) Construction Site Erosion Control Check List
- 6) Comm. UDC Chapter 21.125 & Municipal Requirements for One & Two Family Erosion Control Procedures and Inspections
- 7) Village of Sturtevant Erosion Control Requirements
- 8) Cautionary **Statement to Owners** Obtaining Building Permits

***Please return prior to issuance of Building Permit to:***  
**Village of Sturtevant, Building Inspection Office, 2801 89<sup>th</sup> Street**  
**Sturtevant Wisconsin, 53177-0595**

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**AGREEMENT**

\_\_\_\_\_  
Name of Responsible Party

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project Address

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**APPROVAL**

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\_\_\_\_\_  
Code Enforcement Authority

\_\_\_\_\_  
Date

(NOTE-A COPY OF THIS DOCUMENT SHOULD BE GIVEN TO ALL RESPECTIVE PARTIES)

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