

15318 County Road X
 Kiel, WI 53042
 920-693-3441

Town of Meeme

Witkowski Inspection Agency, LLC
 621 6th Street PO Box 98
 Kiel, WI 53042
 witkoinspections@gmail.com

New Home Construction Permit Application One and Two Family Residential Homes

	Permit #	For Office Use Only
Owner	Date	
Address	City Kiel State WI Zip 53042	
Phone	Email	
Parcel #	Zoning	
Contractor		
Address	City State Zip	
Phone	Email	
License #	Contact Person:	

	Project Description:	
Housing Type	Square Footage	Cost \$
Single Family		
Two Family		

NSFD - Fee Schedule		
0 to 2000 Sq. Ft.	\$350.00	
2001-5000 Sq Ft.	\$400.00	
5000 Sq. Ft Plus	\$500.00	
Electrical Service		\$50.00
Electrical Permit		\$100.00
Plumbing Permit		\$150.00
HVAC Permit		\$100.00
State Permit Seal		\$40.00
Escrow Returnable upon occupancy		\$1,000.00
Culvert \$100.00		
Town of Meeme		\$200.00
Fire/ House # Provided by Town		
Total		
Additional Permits May Be Required		
Sanitary Permit - Manitowoc County - 920-683-4185		
Zoning Permit- Manitowoc County - 920-683-4185		

Make Check Payable to: Town of Meeme
Return Application and Check to: Witkowski Inspection Agency, LLC 621 Sixth St P.O. Box 98 Kiel, WI 53042
For Inspections Call: Witkowski Inspection Agency, LLC Brian Witkowski Office: 920-286-6133

Erosion Control Application

Owner's Name _____

Address of Project _____

City/ Village _____ State _____ Zip _____

Phone # _____ Email _____

Contractor's Name _____

Address _____

City/ Village _____ State _____ Zip _____

Phone # _____ Email _____

Type of Erosion Control to be Installed _____ Separate Site Plan Included Yes _____ No _____

Silt Fence _____ Bales _____ Vegetation _____ Erosion Mat _____

I, the undersigned Owner/ Contractor, do hereby agree to comply with SPS 321.125 & 321.126 of the Wisconsin Department of Safety & Professional Services building code viewable at dps.wi.gov/sb/SB-DIVCodesListing.html

Signature of Homeowner _____ Date _____

or

Signature of Contractor _____ Date _____

New Home Construction Required Checklist Items

Town of Meeme Required Items

- Copy of Sanitary Permit
- Completed Wisconsin Uniform Building Permit- Online
- 2 Sets of Building Plans showing all house dimensions
- Completed Energy Worksheet
- Completed Erosion Control Application
- Completed Site Plan showing all Erosion Control
- Culvert Permit if Applicable
- Read and Sign the Town of Meeme Permit Attachment
- Read and Sign the Conditions of Approval Sheet
- Site Plan for Town with all houses and garage dimensions

Driveway/ Culvert Permit Application- Town Road

Type of Driveway being applied for:

- _____ 16' - 24' New Residential Driveway
 _____ Relocation of an Existing Driveway

Location of Driveway you are applying for:

1. Name of the nearest intersection of Town, County, 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 600'(Feet) _____ 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 the driveway so the proposed location may be inspected and approved by the Town or Designees.**

Owner's Covenant

- A. Any grading, special ditching, alteration of slope or any other disturbance of any portion of the road right-of-way shall be restored by and at the exspence of the applicant, to the condition existant prior to such disturbance and to the satification of the Town Board or its designated appointee.
- B. The entire cost of the driveway construction or installation shall be the obligation of the applicant.
- C. Applicant shall keep driveway/ culvert free of debris and obstructions to provide proper drainage along the road
- D. Maintenance and upkeep of driveway on or over Town Road right-of-way shall be the responsibility of the applicant
- E. Applicant may not develop any driveway with-in the setbacks set by the Town. The setback shall be measured parallel to the pavement edge.
- F. The centerline of the driveway lying on the county right-of-way shall be at approximately right angles to the pavement except as topography may make angular placement necessary.
- G. Driveway width is measured at the ditch line and is equal to the actual driveable width.
- H. Culvert materials are restricted to: Corrugated Steel, Concrete, and/or Corrugated Polyethylene pipe meeting AASHTO M 294, Type 5 Specifications, with a minimum of 12" inches of granular cover
- I. The permittee, his/her successors or assigns, agree to hold harmless the Town of Meeme 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.
- J. All new driveways are to be constructed to have permanently vegetated sloped sides, unless the road/ street has curb and gutter. Such construction shall be accomplished using only soil materials. the side slopes of the driveway shall be slpped at no more than a length to height ratio of 2.5:1 All slopes shall be seed or sodded by the owner.

I, hereby certify that I have read the Owner's Covenant and understand and agree to abide by the following special regulations and provisions of this permit and all applicable provisions and restrictions which are shown on this application.

Signature _____ Date _____

For Town Use Only			
Culvert pipe required under driveway	YES	NO	Diameter _____ Length _____
Conditions _____			
Permit Approved by _____	Date _____		