

Preliminary Site Evaluation Application

Waukesha County Department of Parks & Land Use, Environmental Health Division
515 W. Moreland Blvd., Room AC260 Waukesha, WI 53188 262-896-8300 FAX: 262-896-8298
Email: sod@waukeshacounty.gov

Date:	Name of Property Owner:		
Property Location:		City, Town, Village of:	
Phone:	Email:	Contractor Name:	
Mailing Address & Zip:		Phone: FAX:	

Improvement Description:

(Indicate the Improvement Option that applies – “A”, “B” or “C”)

Option A – Please check from the list below:

☐ Swimming Pool ☐ Wood Deck ☐ Pole Building ☐ Outbuilding ☐ Garage ☐ Other

Attach survey, blueprints or plans to this application showing the dimensions and location of the proposed improvement on the property.

Option B

☐ **Building Addition and/or remodeling**
No change in number of bedrooms

Provide a description of the building and/or remodeling project.

☐ **Land Division:**

Creation of new land parcels that include an existing building served by a private sewage system.

Provide a survey showing the proposed land division, building location and the location of septic tank and soil absorption areas.

Option C

☐ **Residential:** Building Addition and/or remodeling that will result in an increase in number of bedrooms.

Existing number of bedrooms: _____

Proposed number of bedrooms: _____

☐ **Public/Commercial:** Building addition and/or remodeling that will result in an increase, decrease or change of building use or operation. Please check the appropriate box below: ☒

Increase in Building Usage: ☐ Same Usage: ☐

Decrease in Building Usage: ☐ Change of Use: ☐

Provide a description of the building and/or remodeling project. Attach a survey, blueprints and/or plans of the proposed improvement or development to this application.

* May require a soil test pit and profile evaluation to determine whether the existing private sewage system is in an area having a high water table or bedrock condition. Assuring proper siting and installation of private sewage systems will help prevent contamination of groundwater. **If the soil profile evaluation shows that the private sewage system is installed in unsuitable soils, it is understood that a code complying private sewage system shall be ordered installed regardless of whether a building permit is issued.**

Private sewage systems that are “failing” by discharging sewage to the ground surface or backing up into the building will be ordered replaced with a code complying private sewage system.

By signing this form, I state that I am the property owner; I have read the above statement and agree to its conditions. I also give permission for a Waukesha County representative to enter my property to determine that the proposed improvement complies with Comm. 83, Wisconsin Administrative Code and Waukesha County Sanitary Ordinance.

Printed Name of Property Owner

Property Owner Signature

FEES: To be submitted with application		Make Checks Payable to: “Waukesha County” For improvements or remodeling projects involving more than one category, the fee will be based on the greater amount.	For Department Use Only:	
Option “A”	\$55.00		Received By:	Date:
Option “B”	\$70.00		Fees Due:	Fees Paid:
Option “C”	\$85.00		WCZoningJurisdiction:	Yes No
			Current on Maintenance:	Yes No