

New Home Construction Permit Application  
Manufactured Residential Homes

Village of Stockbridge  
Land Use Permit # \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Parcel # \_\_\_\_\_ Zoning \_\_\_\_\_

Contractor \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

License # \_\_\_\_\_ Contact Person: \_\_\_\_\_

Housing Type

Single Family ☐

Two Family ☐

Project Description:

Square Footage

Cost \$

Fee Schedule		
Base Fee	\$	150.00
Electrical Service	\$	55.00
Electrical Permit	\$	50.00
Plumbing Permit	\$	50.00
Erosion Control	\$	100.00
Village of Stockbridge	\$	100.00
Additional Fee Schedule		
Escrow - Returnable upon occupancy	\$	1,000.00
Driveway/ Culvert - Road Access	\$	50.00
Land Use Permit - Must Complete Village Land/Use App	\$	250.00
Water/ Sewer Connection Fee		
Water Connection	\$	2,500.00
Sewer Connection	\$	4,800.00
Must Complete Water & Sewer Permit Application		
Total Amount Due		

Make Check Payable to:  
Village of Stockbridge

Return Application and Check to:  
Witkowski Inspection Agency, LLC  
18 W. Main Street Suite K  
Chilton, WI 53014

For Inspections Call:  
Witkowski Inspection Agency, LLC  
Brian Witkowski  
Office: 920-849-9274  
Cell: 920-912-0832

Inspections Required			
<input type="checkbox"/> Footing	<input type="checkbox"/> Electrical Service	<input type="checkbox"/> Erosion Control	<input type="checkbox"/> Insulation
<input type="checkbox"/> Foundation	<input type="checkbox"/> U-G Plumbing	<input type="checkbox"/> Rough-In**	<input type="checkbox"/> Final
Rough-In** Includes: Construction; HVAC; Electrical & Plumbing Inspections			

For Office Use Only			
Date Received _____	Paid \$ _____	Check # _____	Cash _____

Address \_\_\_\_\_ Permit # \_\_\_\_\_

**Electrical- Plumbing- HVAC Permit Applications**

**Electrical Permit:** Company \_\_\_\_\_ Phone # \_\_\_\_\_

New Service	OH	UG	
Service Change	OH	UG	OH to UG
All Services	Volts/ Amps	_____	
	Number of Meters	_____	
	Service Utility	_____	
	Phase	_____	
Remodel	Location of Service	_____	
Outbuilding	_____		
Alternative Energy Installation	_____		

Signature of Licensed Electrician \_\_\_\_\_ License # \_\_\_\_\_

**Plumbing Permit:** Company \_\_\_\_\_ Phone # \_\_\_\_\_

_____ Floor Drains	_____ Sump Pump	_____ Sinks
_____ Dishwasher	_____ Hose Bibs	_____ Lav's
_____ Showers	_____ Water Softener	_____ Bath Tub
_____ Garbage Disposal	_____ Other	_____ Water Closets
_____ Bar Connection	_____ Other	_____ Laundry Box

ALL TESTS ON ROUGH INSTALLATIONS AS PER WIS. PLUMBING CODE. ALL INFORMATION ON THIS PERMIT IS PURSUANT TO THE WISCONSIN STATUTE 145.06(1)(A), STATING THAT 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 on the Department or Municipality, certifies that all the information is accurate. I the undersigned hereby applies for a permit for the execution and of installation of Plumbing as herein described.

Signature of Master Plumber \_\_\_\_\_ License # \_\_\_\_\_

**HVAC Permit** Company \_\_\_\_\_ Phone # \_\_\_\_\_

_____ New Furnace	_____ Fireplace or Wood Burner
_____ New Boiler	_____ Replacement of Equipment
_____ Unit Heater(s)	_____ Air Conditioning
_____ Roof Top Unit(s)	_____ Ventilation _____
_____ Addition to existing system	_____ Other _____

Description of Work \_\_\_\_\_

Type of Fuel \_\_\_\_\_

Calculated BTU Heat Loss \_\_\_\_\_

Size of Unit (BTU Rating) \_\_\_\_\_ Output \_\_\_\_\_ Input \_\_\_\_\_

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 Wisconsin Heating/ Cooling/ Ventilation Code as in SPS 322.01 & 323.01

Signature of HVAC Contractor \_\_\_\_\_ License # \_\_\_\_\_

## Erosion Control Application

New Home Construction Required Checklist Items

Village Required Zoning Code Items :

- Completed Village Land Use Permit Application
- Site Plan from Village with all houses & garage dimensions
- Address from Village

Village Required Items

- Copy of Sanitary & Water Connections
- 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
- Driveway / Culvert Permit (If Applicable)
- Read and Sign the Village of Stockbridge Permit Attachment
- Read and Sign the Conditions of Approval Sheet

Permit # \_\_\_\_\_

**Driveway/ Culvert Permit Application**

**Type of Driveway being applied for:**

\_\_\_\_\_ 16' - 24' New Residential Driveway  
\_\_\_\_\_ Relocation of an Existing Driveway

**Culvert Information:**

\_\_\_\_\_ New Culvert  
\_\_\_\_\_ NO Culvert Needed  
\_\_\_\_\_ Replacement of Existing Culvert  
Culvert Size: Diameter \_\_\_\_\_ Length \_\_\_\_\_  
Culvert Specs: 24' min- 32' max length - 18" min. diameter

**Location of Driveway you are applying for:**

1. Name of the nearest intersection of Village, County, or State Roads: \_\_\_\_\_
2. IF the Driveway / Culvert abuts a Calumet County Road or Wisconsin HWY 55, was a permit obtained from the Calumet County Highway Department or the WI Department of Transportation? \_\_\_\_\_ Yes \_\_\_\_\_ No
3. Driveway location is approximately \_\_\_\_\_ ( Miles) \_\_\_\_\_ ( N, E, S, W) of said intersection
4. Looking both ways down the road, is vision clear for 600'( Feet) \_\_\_\_\_ Yes \_\_\_\_\_ No
5. This driveway will result in how many driveways serving this property? \_\_\_\_\_  
**\*\* Applicant shall place stakes in ditch indicating placement of proposed location of driveway to be inspected / approved by the Village or Designees.**

**Owner's Covenant**

***All Specifications of the Village of Stockbridge Code of Ordinance- Chapter 4.03 Driveways MUST be adhered to***

- 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 expense of the applicant, to the condition existent prior to such disturbance and to the satisfaction of the Village 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 Village 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 Village. 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 drivable 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 Village of Stockbridge 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 slopped 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 Village Use Only**

Culvert pipe required under driveway	YES	NO	Diameter _____	Length _____
Conditions _____				
Permit Approved by _____	Date _____			

## Mailbox Size & Construction Standards

A mailbox with the Postmaster General's (PMG) seal of approval meets USPS size and construction standards.

If you build your own or buy a custom-made one, it must meet the PMG Standards. Show your local postmaster your mailbox plans or your custom-made box for approval.

### Where to Place the Mailbox ( Roadside/ Curbside)

Here are some helpful guidelines to follow when placing your mailbox:

- Position your mailbox 41" to 45" from the road surface to the bottom of the mailbox or point of entry.
- Place your mailbox 6" to 8" back from the curb/ road edge.
- Put your house number on the mailbox.
- If your mailbox is on a different street from your house, put your full address on the mailbox.

### Installing the Mailbox Post

The Federal Highway Administration recommends:

- A 4 x 4 wooden support or a 2" diameter standard steel or aluminum post
- Avoid unyielding and potentially dangerous supports like heavy metal pipes, concrete posts, and farm equipment ( e.g.- milk cans filled with concrete)
- Bury your post no more than 24"

### Maintenance

Mailboxes take a beating from the weather, so we recommend an annual mailbox upkeep to avoid damage to your mail or difficulty identifying your address.

- Tighten loosen hinges on the door
- Take care of rusty or loosen parts
- Replace missing or fading house numbers
- Keep the path to your mailbox clear

