



VILLAGE OF WINNECONNE, WI

PO BOX 488 • Winneconne, WI 54986 • PH. 920-582-4381 • FAX 920-582-0660

Residential Site Survey Request Application

Owner/Contractor: _____

Email Address: _____

Site Address/Lot No. & Plat Name: _____

Foundation Excavation Date: _____

Foundation Wall Completion Date: _____

Type of Request

_____ New Construction \$850.00

_____ New Unattached Garage 200 S.F. or more \$300.00

That would include determining the floor grade and then checking the slab and providing an as built to the Village.

Complete this request form and submit along with a copy of the **site plan with proposed grades noted & building plans** to Winneconne Village Hall 30 South 1st Street Winneconne, WI 54986 (see attached example)

_____ Proposed Top of Wall Grade

_____ Proposed Unattached Garage Floor Grade

In submitting this form, I hereby request that the Engineer for the Village of Winneconne perform the measurements and provide marking stakes for the request indicated herein. To allow adequate time for the Surveyor to perform these measurements, I understand that a minimum of 72 hour notice is required. In any case, I understand the proceeding with excavation/lot grading prior to the establishment of grade by the Village of Winneconne designated Engineer is a violation of the Village of Winneconne Municipal Code.

Signature: _____ Date: _____

SITE VISIT 1 (Foundation Grade)

Establish a Benchmark at or near the property. Set a grade stake to reference the Top of Foundation Wall or Unattached Garage Floor Elevation.

SITE VISIT 2

Field check top of Foundation Wall Elevation or Unattached Garage Floor Elevation after forms are removed.

(Top of foundation wall elevation for Home to be a minimum of 8" above adjacent finish ground grade.)

Result of the check will be noted directly on the Foundation Wall for the Builder and the Village will be notified of the result.

SITE VISIT 3 (Sidewalk & Driveway Grades)

Set grade hubs for sidewalk and driveway grades. (Owner/contractor to provide dimensions from lot lines of the proposed driveway location and width at the street right-of-way on the site plan.)

SITE VISIT 4 (Lawn Grades)

Field verify sidewalk & driveway grades and set grade stakes at the corners of the property along with any grade breaks as noted on the Drainage Plan. Additional grade stake to be set at midway point along side lot lines if no additional grade breaks are defined.

SITE VISIT 5

Field verify finished lawn grades at lot corners and grade breaks.

Notes:

- ▶ Site Plans and Building Plans with proposed elevations to be provided to the Village Engineer for review.
- ▶ All field verifications of post constructed elevations to be within +/- 2" or 0.17' of proposed grades. Field verifications to be provided to the Village for approval.
- ▶ A minimum 3-day notice is required for scheduling a field crew.
- ▶ Cut/fill grade sheets to be emailed to the owner/contractor as listed above and cc'd to the Village.
- ▶ Rechecks required due to a failed check shall be charged on a time and expense basis and deducted from the contingency deposit.

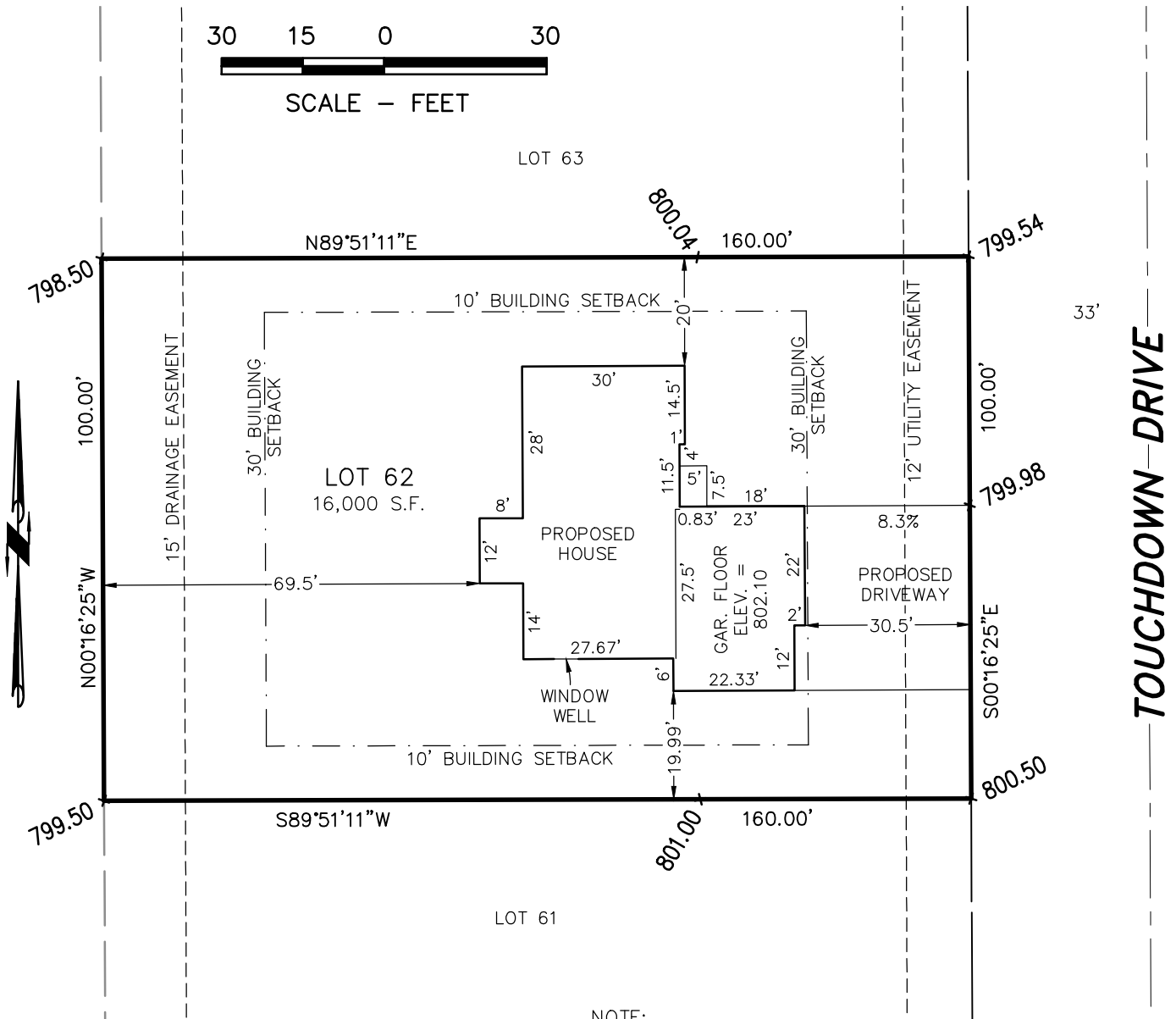
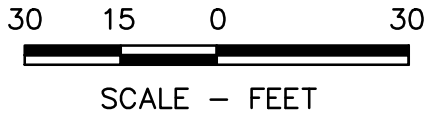
Trips 2 through 5 Call McMahon Associates, Inc. @ (920) 751-4200

Doug Woelz Ext 242 | Email dwoelz@mcmgrp.com

Brad Werner Ext. 225 | Email bwerner@mcmgrp.com

RESIDENTIAL SITE PLAN

LOT ??, ???????????,
VILLAGE OF WINNECONNE, WINNEBAGO COUNTY, WISCONSIN



NOTE:
THIS IS NOT A PROPERTY SURVEY. THE BOUNDARY AS SHOWN IS PER THE RECORDED PLAT OR SURVEY OF RECORD.

THE HOME BUILDER IS RESPONSIBLE FOR VERIFYING THAT THE LOCATION OF THE FOUNDATION AS SHOWN IS IN CONFORMANCE WITH ALL RECORDED EASEMENTS, PRIVATE COVENANTS AND BUILDING SETBACKS.

FIELD STAKING OF THE FOUNDATION WILL BEGIN UPON THE APPROVAL FROM THE HOME BUILDER FOR THE LOCATION AS SHOWN.

PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL VERIFY PROPOSED SITE GRADES BY FIELD CHECKING TWO (2) BENCHMARKS AND A MINIMUM OF ONE (1) SITE FEATURE AS SHOWN ON THIS PLAN. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY MCMAHON OF ANY VERTICAL DISCREPANCY.

LEGEND

- x 800.50 - PROPOSED GRADE
- 801.5 - GRADE AT FOUNDATION
- 802.18 - PROPOSED TOP OF WALL ELEVATION (±0.67' FROM GRADE AT FOUNDATION)