



Stipulated Shoreland Permit and Erosion Control Permit Application

Community Development Department
9915 39th Avenue
Pleasant Prairie WI 53158
Phone: 262.925.6717
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PROPOSED PROJECT (select all that apply)

<input type="checkbox"/>	New Shore Protection	<input type="checkbox"/>	WI DNR Great Lakes Emergency Erosion Control Request approved
<input type="checkbox"/>	Maintenance of Existing Shore Protection	<input type="checkbox"/>	No work within the navigable waterway
<input type="checkbox"/>	Grading/Filling within 35 feet of a Navigable Waterway		
<input type="checkbox"/>	Tree Cutting/Brush Removal within 35 feet of a Navigable Waterway		
<input type="checkbox"/>	Water Withdrawal		
<input type="checkbox"/>	Dredging within a Navigable Waterway		

GENERAL INFORMATION

Property Location/Address	
Tax Parcel Number	
Abutting navigable waterway	
Project Description	
Start Date	Completion Date

PROJECT DETAILS

Type and size of materials being used
Dimensions and depth to be filled
Amount of fill to be used
Restoration methods
Erosion control methods proposed <ul style="list-style-type: none"><input type="checkbox"/> Gravel Drive<input type="checkbox"/> Silt Fence<input type="checkbox"/> Storm Drain Inlet and Catch Basin Protection<input type="checkbox"/> Other

MINIMUM SUBMITTAL REQUIREMENTS

- Plat of Survey prepared by a Professional Land Surveyor drawn to scale not less than 1" = 20' that shows at a minimum:
 - ✓ Site boundaries and legal description
 - ✓ Existing structures on property
 - ✓ Any easements on the property
 - ✓ Location and legal description of any field delineated wetlands (denote date of staking and who completed the staking)
 - ✓ Location of Ordinary High Water Mark (OHWM) (denote date WI DNR determined the OHWM)
 - ✓ Location of 100-year floodplain (floodway and flood fringe) with elevation
 - ✓ Location of any natural features such as woods, terrain, etc., which would tend to restrict the development of the parcel
 - ✓ Location and size of any septic field, holding tank and/or well.
 - ✓ Other pertinent information as required by the Village
 - Project Plans prepared and certified by a Wisconsin Professional Engineer. A site plan and photographs explaining the project may be acceptable, based on the scope of the project.
 - Permits/approvals from the WI DNR (if permits are not required, written confirmation from the WI DNR shall be submitted indicating WI DNR permits are not required)
 - Written Authorization from the WI DNR per Great Lakes Emergency Erosion Control Request (if applicable)
 - Permits/Approvals from the US ACOE
- The Village may require additional information to ensure that all Village requirements are being met. The Applicant will be contacted if additional information is required to be submitted.**

PERMIT REVIEW AND ISSUANCE OF PERMIT

At a minimum all permits shall require the owner/contractor to:

- ✓ Install and maintain all required erosion control measures.
- ✓ Maintain all road drainage systems, storm water drainage systems, control measures and other facilities and repair any areas where any siltation or erosion damage to adjoining surfaces and drainage ways have occurred.
- ✓ Inspect erosion control measures after rain of 0.5 inch or more and at least once a week and make needed repairs.

Work is allowed between 7:00 a.m. and 9:00 p.m. Monday through Friday and between 9:00 a.m. and 6:00 p.m. Saturday and Sunday, unless otherwise restricted by the Village.

Erosion Control Cash Deposit:

- ✓ Prior to the issuance of the permit, the property owner shall provide a \$1,000 cash deposit (check) to the Village to guarantee that the construction site and erosion control is maintained and that the property will be graded and restored properly. The deposit will be deposited, by the Village Treasurer, in an interest-bearing account.
- ✓ After the permit requirements are satisfied and any related inspections are completed and certifications provided, the deposit will be returned within approximately 30 business days with interest, less an administrative finance processing fee of 6%. If the requirements are not completed, the Village will notify the owner to complete the required work within a reasonable time period. Failure of the property owner to complete the work, the Village has authorization to complete the work and charge the work against the cash deposit and accrued interest. If the work completed by the Village is less than the cash deposit and accrued interest, the remainder will be returned to the property owner. Additional costs to complete the work will be assessed to the property at the end of the year and placed on the tax assessment roll.
- ✓ Any portion of the cash deposit will be returned to the property owner of record not the contractor. In addition, any additional charges will be the responsibility of the property owner.

Upon completion of the project, the following is required:

- ✓ The site shall be cleared of all rubbish, garbage, brush, tree limbs, debris, construction material or other unused materials and all clay or fill piles shall be removed from the site. Any other disturbed areas shall be seeded or sodded.
- ✓ Upon completion of the project, a Certification letter (sealed) shall be provided by the project Engineer to the Village to certify that the project was constructed as designed and in accordance with the approved permitted plans.
- ✓ If project was authorized as part of the WI DNR Great Lakes Emergency Erosion Control Critical Information Checklist requirements, then all permits/approvals from the WI DNR shall be submitted with copies of required plans submitted to the WI DNR. Contact the WI DNR with any specific questions related to this program.

All new shoreline protection work proposed on properties adjacent to Lake Michigan shall be completed prior to the start of the construction of a new house or an addition to an existing house.

REQUIRED CONTACT INFORMATION AND SIGNATURES

I hereby certify that all the above statements and all attachments submitted with this application are true and correct to the best of my knowledge, and I further understand that the following shall apply:

CONTRACTOR	APPLICANT
Company Name	Company Name
Contact Name	Print Name of Signatory
Mailing Address	Signature
City/State/ZIP	Mailing Address
Phone	City/State/ZIP
Email	Phone
	Email
	Date

PROPERTY OWNERS

Print Owners Name	Print Owners Name
Mailing Address	Mailing Address
City/State/ZIP	City/State/ZIP
Phone	Phone
Email	Email

PROPERTY OWNERS SIGNATURES: I certify that the undersigned constitutes all of the record owners of the property

Signature	Signature
Date	Date

ACKNOWLEDGMENT

STATE OF _____
 _____ SS
 _____ COUNTY
 This instrument was acknowledged before me in _____ (city) _____ (state)
 on this _____ day of _____, 20____ by _____

Notary Signature: _____
 Print Notary Name: _____
 Notary Public, _____ County, _____
 My Commission Expires: _____