

Town of Beaver Dam Notice of Public Hearing and Board of Appeals Meeting

Notice is hereby given that the Town of Beaver Dam Board of Appeals will meet on Wednesday, July 10, 2019 at 7:00 PM in the Town of Beaver Dam Town Hall located at W8540 County Road W, Beaver Dam, WI. Town Board members may attend the meeting for purposes of gathering information.

The agenda is as follows:

1. Call to order and roll call
2. Verify compliance with the Open Meeting Law
3. Approve the minutes of the June 12, 2019 Board of Appeals meeting
4. Conduct a public hearing on the application of CEE Media, LLC. for a variance to the terms of s. 62-214(3), Zoning Ordinance, to allow a 12 ft. x 48 ft. billboard on parcel 004-1114-0144-001 at W7352 State Road 33 (Ptaschinski, LLC.), Beaver Dam, WI. All interested persons may appear and present comments on the application.
5. Act on Item 4 above
6. Conduct a public hearing on the application of Allen L. & Rhonda M. Steiner for a variance to the terms of s. 50-3, Street Ordinance, prohibiting any structure in the Town road right-of-way in front of parcel 004-1214-3531-007 at N7440 Beier Hill Road
7. Act on Item 6 above
8. Adjourn

Jeff Schmitt
Board of Appeals Chairman

**BOARD OF APPEALS
MINUTES OF JUNE 12, 2019
TOWN OF BEAVER DAM
W8540 COUNTY ROAD W**

Chairman Schmitt called the meeting to order at 7:13pm.

Roll call taken. Present: Acting Chairman Del Guenther, Susan Reчек, Alan Mannel, Harold Hicks, Howard Bohl, Land Use Administrator Dan Prunuske. Absent: Jeff Schmitt, Jesse Hanks.

Meeting was posted June 4, 2019 and published June 4, 2019.

Motion (Bohl/Hicks) to approve the minutes of May 15, 2019. Motion carried.

Chairman opened the public hearing on the application of Kevin Raether, agent for Noreen Rueckert and the Alan Matuszeski estate for a variance to the terms of s. 62-63(2)(n), Zoning Ordinance, to allow creation of a parcel larger than 1.5 acres containing a non-farm single-family dwelling. Kevin Raether present. Would like to create a 6-7 acre parcel that includes the current residence and then a parcel that is approximately 73 acres. Prunuske indicated intent of original ordinance was to preserve farm land; however, majority of acreage is wetland and forest land. Earl Voigt, neighboring property owner present, has no problem with variance. Chairman closed the public hearing.

Motion (Mannel/Hicks) to approve variance request. Motion carried.

Chairman opened the public hearing of Alan D. & Sheila L. Mannel for a variance to the terms of s. 62-7(c), Zoning Ordinance, requiring a full basement for a new single-family residence on parcel 004-1214-2022-024 at N8439 Sunset Boulevard. Alan Mannel present and recused. Being on the lake and with high water level, would like permission to have a crawl space instead of a full basement. Discussion. No one else present for or against. Chairman closed the public hearing.

Motion (Reчек/Bohl) to approve the variance. Motion carried.

Motion (Hicks/Reчек) to adjourn 7:16pm. Motion carried.

Respectfully submitted,

Kristine Klodowski, Secretary

Appeal Application

Applicant (Agent) Ceemed, LLC
Street Address 304 OAKdale DR.
City, State, Zip Code Brownsville WI 53006-0323
Phone Number 920 960 6389 Email butler84@frontier.com

Property Owner (If different from applicant) Ptaschinski LLC
Street Address W 7352 State Rd 33
City, State, Zip Code Beaver Dam WI 53916
Phone Number 920 885-3627 Email _____

Parcel Identification Number (PIN) 004-1114-001

Site Address W 7352 State Rd 33

Subdivision & Lot Number or CSM Number 4825-4825 CSM Lot / Attached _____

Zoning #1 Industrial

Present Use of Property Construction Co. office

Proposed Use of Property Billboard

List any prior variances granted or denied for this property ? none

Describe all Nonconforming structures and uses on this property size & height, setback

Zoning Ordinance Section for which a variance is sought 62-214 (3) All Provisions

Variance Requested number of signs Per Premises, height 28' feet
street & side yard setbacks, Sign Area 576 sq. ft.

List names and addresses of all property owners within 300 feet of the subject parcel. Attach additional sheet if necessary.

Name	Address
<u>Wally's Auto Salvage</u>	
<u>BIB Properties LLC</u>	<u>(Stuart Glander) 960 4548</u>
<u>Ptaschinski LLC</u>	

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

I hereby certify that I am the owner and/or authorized agent of the property and that all the above statements and attachments submitted are true and correct to the best of my knowledge and belief. I hereby authorize members of the Town of Beaver Dam Board of Appeals to enter the above described property for purposes of obtaining information pertinent to my appeal.

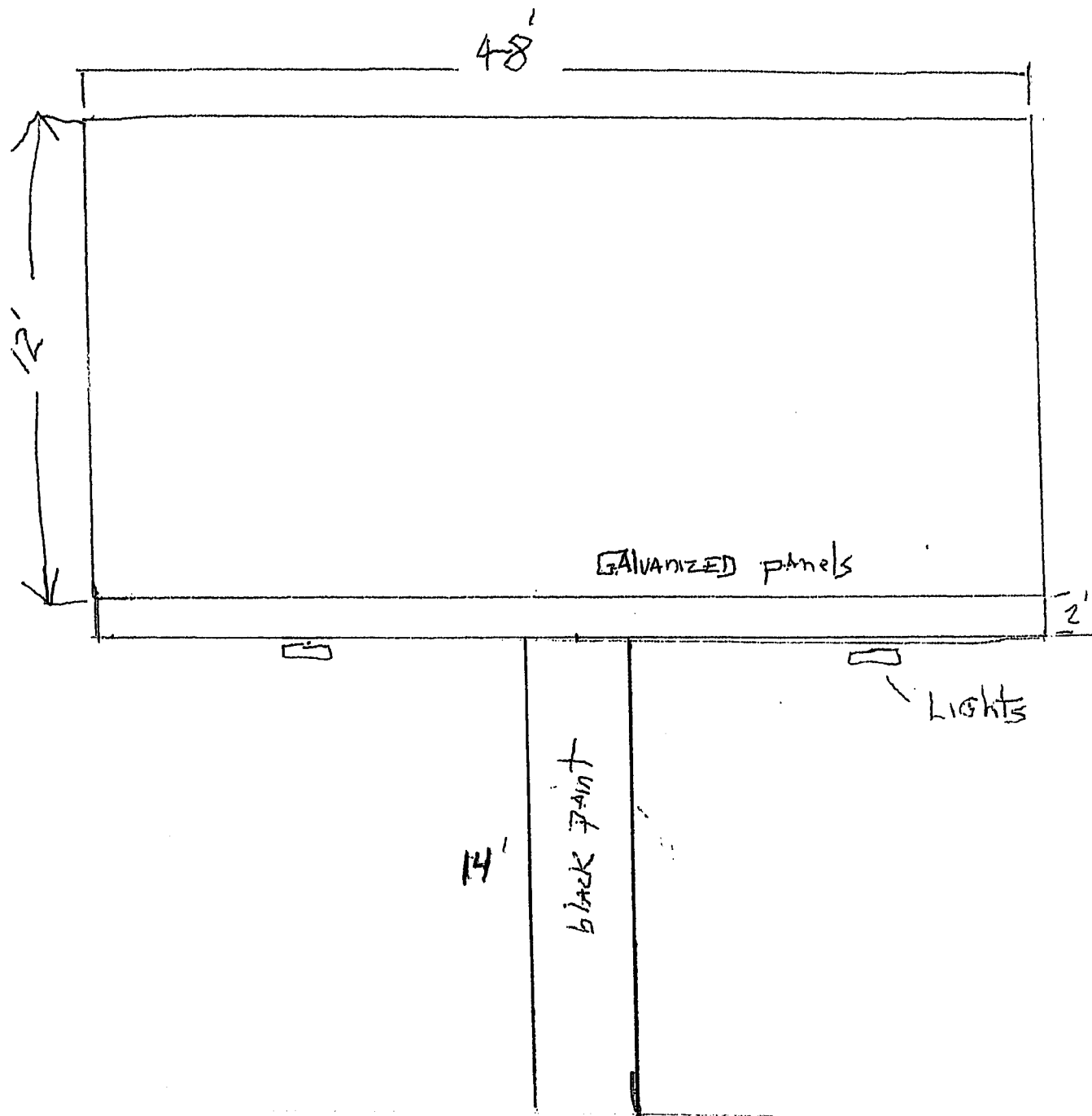
Michael Butler

Contact number 920 960 6389

Board of Appeals meeting date: _____

Date _____

Page 2 of 2



Sign Location Lease

Ptaschinski, LLC owner of hereinafter described real estate ("Lessor") hereby leases to CEEMEDIA, LLC, Brownsville, Wisconsin ("Lessee") a parcel of land in the Town of Beaver Dam with the legal description SEC 01, T 11 N, R 14 E, SE¼ of SE¼, PLAT: 4825-4825 CSM, LOT 1 CSM 4825 IN V31 P79 BEING PT SE¼ SEC 1, PARCEL # 004-1114-001 (See Exhibit A attached) Dodge County, Wisconsin, hereinafter called "the property", along with an access easement, for the purposes of constructing and operating an outdoor advertising sign under the following terms and conditions:

0143-002
19.217 ac.

0144-000
14.991 ac.

0144-001
16.437 ac.

0144-002
1.708 ac.

BEAVER DAM

Billboard

Ptashinski

770'

STATE ROAD 33

ROW
0 ac.

33

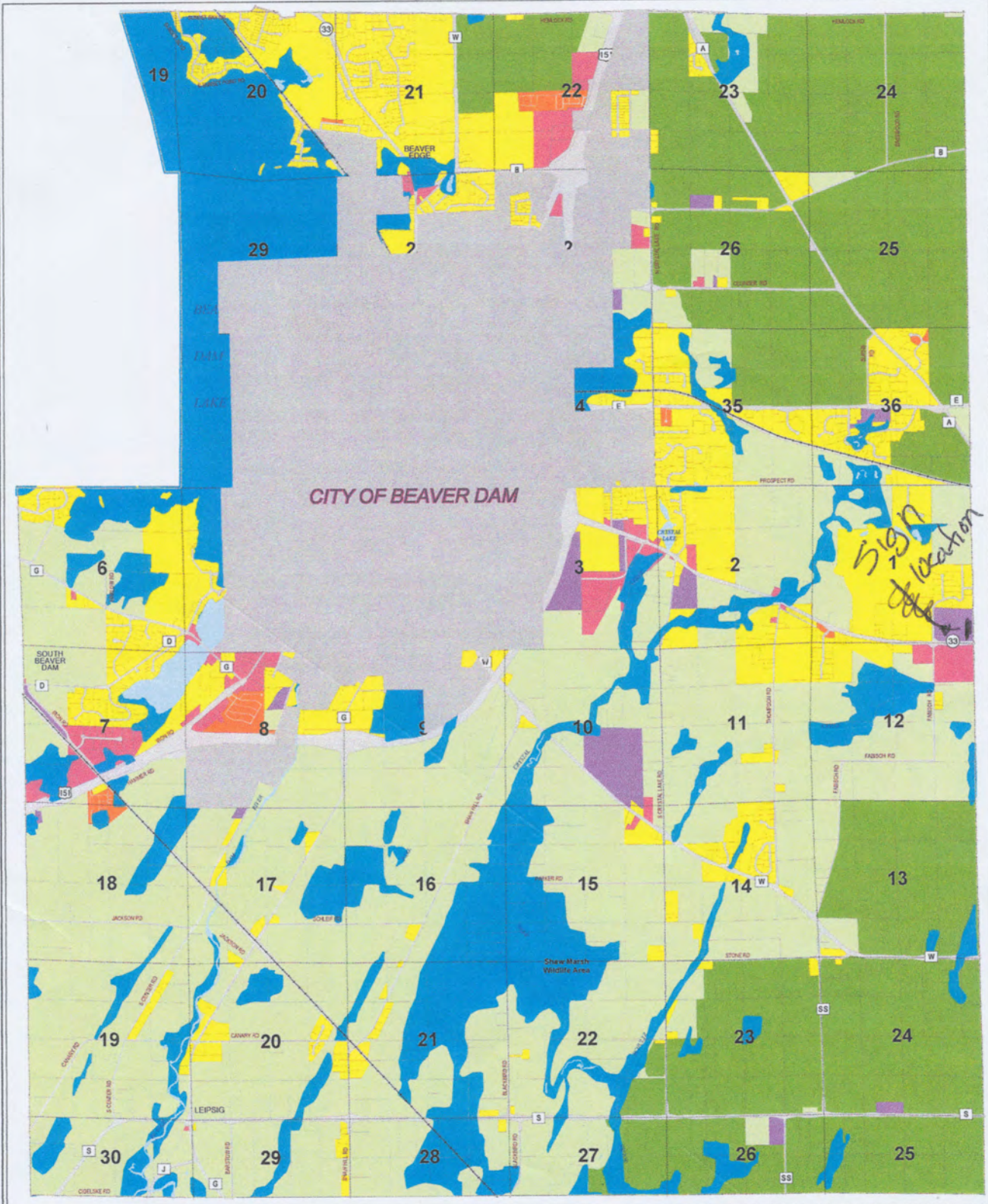
1212-001
9.74 ac.

1211-000
39.057 ac.

0 100 200 300ft

DISCLAIMER: This map is not guaranteed to be accurate, correct, current, or complete and conclusions drawn are the responsibility of the user.

TOWN OF BEAVER DAM ZONING MAP DODGE COUNTY



LEGEND

ZONING DISTRICT	SYMBOL
PRIME AGRICULTURAL	A-1
GENERAL AGRICULTURAL	A-2
CONSERVANCY	CO
COMMERCIAL	C-1
INDUSTRIAL	I-1
SINGLE FAMILY RESIDENTIAL	R-1
TWO FAMILY AND MULTI-FAMILY RESIDENTIAL	R-2

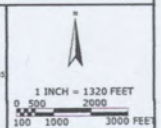
THIS IS TO CERTIFY THAT THIS MAP IS A CERTIFIED COPY OF THE OFFICIAL ZONING MAP ADOPTED AND APPROVED WITH THE ZONING ORDINANCE, TOWN OF BEAVER DAM, DODGE COUNTY, WISCONSIN ON _____ BY TOWN BOARD OF THE TOWN OF BEAVER DAM.

TOWN CHAIRMAN

TOWN CLERK

DODGE COUNTY
LAND RESOURCES AND PARKS
DEPARTMENT

CREATED: MARCH 2003
S. JANSSEN
REVISED Zoning
8-18-05, 11-18-05, 2-21-06,
9-19-06, 5-15-07, 3-18-08,
7-22-08, 10-29-08,
11-10-08, 2-18-10, 6-20-12,
08-21-12, 07-30-15, 10-27-15



Appeal Application

Applicant (Agent) Allen + Rhonda Steiner
Street Address N7440 Beier Hill Road
City, State, Zip Code Beaver Dam WI 53916
Phone Number 920-344-2837 Email steiner7381@gmail.com

Property Owner (If different from applicant) Same
Street Address _____
City, State, Zip Code _____
Phone Number _____ Email _____

Parcel Identification Number (PIN) 004-1214-3531-007
Site Address N7440 Beier Hill Road
Subdivision & Lot Number or CSM Number _____
Zoning _____
Present Use of Property Residential
Proposed Use of Property Same
List any prior variances granted or denied for this property _____

Describe all Nonconforming structures and uses on this property light posts @ end of driveway 30 inches into road right of way.

Zoning Ordinance Section for which a variance is sought Section 50-3 of Town Code

Variance Requested Allowance to retain light posts in current location as moving them back interferes with culvert + power lines running thru front yard.
List names and addresses of all property owners within 300 feet of the subject parcel. Attach additional sheet if necessary.

Name	Address
<u>Beverly Paulick</u>	<u>N7491 BEIER Hill Rd</u>
<u>Mike + Amy Halm</u>	<u>N7451 BEIER Hill Rd</u>
<u>Tom + Barb Thomson</u>	<u>N7439 BEIER Hill Rd</u>
<u>Jerry + Donna Hankes</u>	<u>N7433 BEIER Hill Rd</u>
<u>Jesse Hankes</u>	<u>W7827 Cty Rd E</u>

Provide justification for the variance. Attach additional sheets if necessary.

Please see attached.

We invite any board of appeals member to contact us for further information or if they would like an on-site visit.

Certificate

I hereby certify that I am the owner and/or authorized agent of the property and that all the above statements and attachments submitted are true and correct to the best of my knowledge and belief. I hereby authorize members of the Town of Beaver Dam Board of Appeals to enter the above described property for purposes of obtaining information pertinent to my appeal.

Signature of owner or authorized agent

Shondy M. Steiner
Allh Steiner

Date

Contact number

920-344 2837

Disposition (For office use only)

Board of Appeals meeting date: _____

The Appeal is (denied/granted/granted in part) subject to the following conditions:

Signed

Land Use Administrator

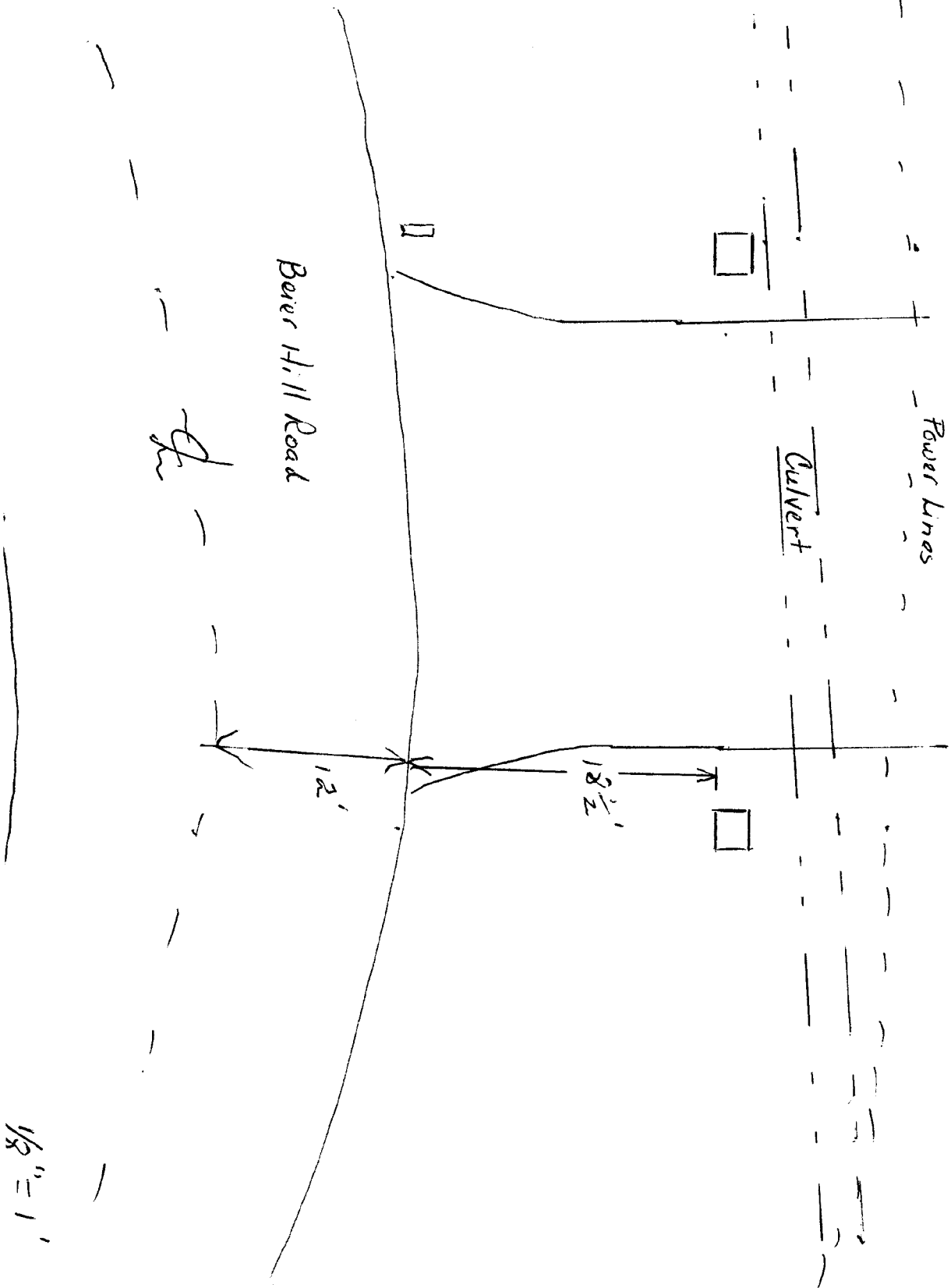
Date

Attachments

- #1 Sketch of site plan.
- #2 Town Board Letter 7/20/18
- #3 Town Board Letter 5/13/19 (2 pages)
- #4 Town Board Letter 6/7/19 (When I asked what “court of record” the Town goes through as indicated in the 5/13 letter if I wanted to pursue the matter , the Chair, LUA and Jeff Schmitt decided they didn’t have to go through the courts and sent this letter).
- #5 Town Board Position
- #6 Our Response
- #7 Our Additional Mitigating Circumstances
- #8 Conclusion
- #9 Summary/Resolution
- #10 Conditional Land Use Permit & submitted Contractor’s Specifications (15 pages)
Page 1 of contractor’s specifications includes disclosure of masonry columns
Page 4 of permit actually refers to incomplete plan detail for column pad house footings. This would lead one to expect that missing driveway column detail not on the plan would also be noted under conditions.

- #11 Town of Beaver Dam Land Use Department Website Page
- "Upon completion of all related paperwork, the information will be reviewed by the town's Land use Administrator and the town's building inspector to ensure all required information has been submitted."*
- #12 Sample Building Permit Application – Page 1
- #13 Town Code: Sec 10-6 Building Department & Sec 10-9 Stop Work Order (2 pages)
- #14 Event Timeline

North
↑



AH # 1

Town of Beaver Dam

W8540 County Road W
Beaver Dam, WI 53916
Telephone: 920-887-0791 • Fax: 920-887-2264

July 20, 2018

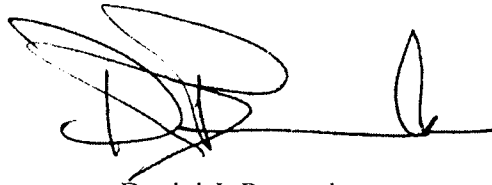
Allen L. & Rhonda M. Steiner
N7440 Beier Hill Rd
Beaver Dam, WI 53916

Re: Parcel No. 004-1214-3531-007
N7440 Beier Hill Rd
Beaver Dam, WI

Dear Mr. & Ms. Steiner:

The masonry columns located in the right-of-way of Beier Hill Road in front of your property are a violation of Sec. 50-3 of the Town Code. These structures must be removed within 30 days. If you fail to remove them, the Town will do so, and will invoice you for the removal expense.

Sincerely,

A handwritten signature in black ink, appearing to read 'Daniel J. Prunuske', with a long horizontal line extending to the right.

Daniel J. Prunuske
Land Use Administrator

cc: John Kuzniewicz via email

Town of Beaver Dam

May 13, 2019

Mr. Allen Steiner
Mrs. Rhonda Steiner
N7440 Beier Hill Road
Beaver Dam WI 53916

Dear Mr. and Mrs. Steiner,

Per Wisconsin State Statute 86.04 (copy attached), the Town of Beaver Dam Board hereby notifies you of the encroachment of highway right-of-way with the placement of the columns/pillars placed on your property at N7440 Beier Hill Road, Beaver Dam, WI. You are further notified that you are to remove said encroachment beyond the limits of the road within 30 days of receipt of this notice. If you should fail to comply with this notice, the Town of Beaver Dam shall commence an action to remove the encroachment in a court of record in Dodge County.

Sincerely,



Kristine Klodowski, WCMC
(920) 887-0791, ext. 13
townclerkofbd@gmail.com

Town of Beaver Dam

86.04 Highway encroachments.

86.04(1)(1) ORDER FOR REMOVAL. If any highway right-of-way shall be encroached upon, under or over by any fence, stand, building or any other structure or object, and including encroachments caused by acquisition by the public of new or increased widths of highway right-of-way, the department, in case of a state trunk highway, the county highway committee, in case of a county trunk highway, or the city council, village or town board, in case of a street or highway maintained by or under the authority of any city, village or town, may order the occupant or owner of the land through or by which the highway runs, and to which the encroachment shall be appurtenant, to remove the encroachment beyond the limits of the highway within 30 days. The order shall specify the extent and location of the encroachment with reasonable certainty, and shall be served upon the occupant or owner of the land through or by which the highway runs, and to which the encroachment shall be appurtenant.

86.04(2) (2) NONREMOVAL. If the occupant or owner upon whom the order is served shall not deny such encroachment, under sub. (3), and the encroachment is not removed within 30 days after the service of such order, the occupant or owner shall forfeit \$1 for every day after the expiration of that time during which the encroachment continues. An action to recover such penalty may be brought in any court of record in the county. In all cases where a judgment is rendered, the judgment shall order that the occupant or owner remove the encroachment within the time fixed by the judgment, and upon failure to obey the order, the department, county highway committee, or city council, village or town board, as appropriate, may remove the encroachment and recover from the occupant or owner the cost thereof.

86.04(3) (3) DENIAL OF ENCROACHMENT, PROCEDURE. If, within 30 days after being served with the order issued under sub. (1), the owner or occupant delivers a denial in writing of the alleged encroachment to the ordering body, or fails to make a denial, the ordering body may commence an action to remove the encroachment in a court of record in the county where the property is located.

86.04 History **History:** 1977 c. 29 s. 1654 (8) (c); 1977 c. 273; 1987 a. 137 s. 6; 1991 a. 316; 1993 a. 490; 1995 a. 225.

86.04 Cross-reference **Cross-reference:** For highway obstructions see s. 86.022.

86.04 Annotation Adverse possession is a defense to an encroachment action under this section. DOT v. Black Angus Steak House, 111 Wis. 2d 342, 330 N.W.2d 240 (Ct. App. 1983).

Town of Beaver Dam

W8540 County Road W
Beaver Dam, WI 53916
Telephone: 920-887-0791 • Fax: 920-887-2264

June 7, 2019

Allen L. & Rhonda M. Steiner
N7440 Beier Hill Rd
Beaver Dam, WI 53916

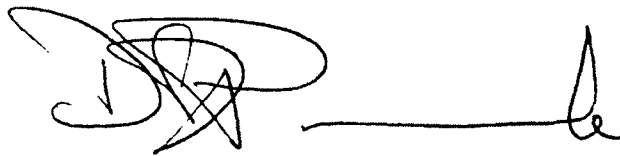
Re: Parcel No. 004-1214-3531-007
N7440 Beier Hill Rd
Beaver Dam, WI

Dear Mr. & Ms. Steiner:

At its August 7, 2018 meeting, you told the board that you would remove the masonry structures located in the Town road right-of-way and asked for time to do so. The board set a date for compliance of October 31, 2018. As of this date, the structures remain in place.

On May 22, 2019, the town clerk sent you a letter giving you 30 days to remove the structures. That time will expire on June 24, 2019. That letter also stated that if the columns were not removed by that date, the Town would initiate court action. Considering the history of this case, the Town will not pursue court action, but will remove the structures from its property. You are advised to salvage whatever you wish from the structures prior to June 24, 2019.

Sincerely,

A handwritten signature in black ink, appearing to read 'DJP', followed by a horizontal line and a small flourish.

Daniel J. Prunuske
Land Use Administrator

cc: John Kuzniewicz via email
Jeff Schmitt via email

Town Board Position:

According to our phone conversation with the Board Chairman upon receipt of our first letter in July, 2018, our columns had to come down because:

- They were sitting on top of the culvert. We told the chairman that they were setting in front of the culvert and not over the culvert.
- He then said that we were required to get a building permit to put them up. We told them we had a permit which was included in our house project permit.
- He then told us that we needed a separate building permit.

We appeared at the August 7, 2018 board meeting for which we asked to appear on the agenda.

- At that meeting, the town board ruled that:
 1. The columns were located 30" into the road right-of-way, a complaint had been filed by the Town Chairman as he happened to notice they looked a little too close to the road. (However, he failed to notice the driveway right next to us. This driveway has an infraction which is 9 feet into the road right of way.)
 2. We advised the board that our columns were included on our house permit application. And, we would have expected them to advise us if a problem existed during the 8-months they sat in place as concrete block structures. Their position was that we did not have a valid permit because the columns did not appear on our site plan. They continued to share with us that the contractor's specifications (which were part of our submitted application) were only reviewed by the Town's third-party inspector/engineering firm and not reviewed by the Town. Therefore, the Town was not aware of the columns and for this reason, their position was that we did not have permission to erect them.

At that time, we asked for additional time to remove the posts as we wanted the mason contractor to save the house number stone, etc. With the wet weather of fall, 2018, this intention was delayed till spring, 2019.

In our research of other homes to get ideas on a light for our yard (as required by our subdivision), we found numerous homes with light columns and other structures in the road right of way. We then began our research to identify what process these people accessed to get the town's approval for their ROW infractions.

Our Response:

With Regard to Item #1 Board Position- our columns violated road right-of-way:

We acknowledge that our columns infringed into road right-of-way. They are 18-1/2' from the edge of our dead-end road, on a cul-de-sac. Had we been able to move them back further, we would have.

Historically, at least in the last 20 years, the Town Board has enforced ROW infractions on a discretionary basis for much more severe infractions than 30 inches, issuing only four per the LUA as follows:

- Light posts resting on top of culvert. (8/23/17)
- Light posts approximately 1 foot from road surface. (4/12/19 – DPW complaint)
- Concrete barrier around mailbox. (4/25/19)
- Light post violation for which no detail on distance from road surface could be provided. (11/11/15).

In addition, there are many more egregious violations than ours throughout the Town which have not caused concern by the Board, some of which include:

- N7843 Cody Court – Light Columns 8' from edge of road, on cul-de-sac.
- N6377 Tradewinds Circle - Brick Columns 17-1/2' from road on road straight-away, not lit.
- N6457 Thompson Rd – Light Columns 19' from road surface on road straight-away, 55 mph
- W7695 Danielle Dr – Fence posts on both sides of drive way up to road.
- N5940 Maleck Court – Rockwood type stone wall running up both sides of driveway approximately 2' off road surface. (This infraction & location was brought to Town Chair's attention on 8/7/2018 but no action has been taken to-date).

Please note that we are not filing a complaint against any of these homeowners regarding their right-of-way infractions. We observed these in a 30-minute drive in our Town. We understand that these infractions do not make ours "right", but we believe the many mitigating circumstances we have presented entitle us to the same "discretionary" acceptance that these homeowners have received.

Our Additional Mitigating Circumstances:

With Regard to Item #2 Board Position – We did not have a building permit to erect:

1. Our Land Use Application included our light columns. They were not included on the site plan at the time of our submission, as we were not certain whether we would be adding a turn-around in our yard, which would have influenced where the columns were placed.

Our question: How are we to know that the town parcels out our permit application and does not review the entire application submitted to them? Their website clearly states they will advise us if anything is missing (See Attachment #11). Our conditional land use permit did not list any condition regarding the columns.

2. Our building process was on-going, and our work was being done during our two-year conditional land use permit which was in effect from 11/16/16 to 11/16/18.
3. We understood that our posts infringed on the road right-of-way by 30 inches, only because we were impeded by the ditch drainage culvert which runs water into the out-lot retention pond in the lower corner of our subdivision, and the subdivision major power lines. Both of these utilities run through our front yard ~~and~~ not in the road ROW.
4. To move the posts behind these two obstructions would have placed the posts too close to the house.
5. The uncompleted concrete block column structures sat for nearly nine months (September through May) before final work was completed on them in June. Our project was under an active, ongoing land use permit and they were clearly available for inspection by the town. We received no communication from the board or LUA regarding any issues, as is outlined in Section 10-6 and 10-9 of Town Code. (See Attachment #13).
6. Less than a month after the stone work was done, electrical and landscaping completed, the town advised us they had to be torn down. The timing was..... unfortunate.

Conclusion:

Due to these special conditions, a literal enforcement of the provisions of Section 50-3 of the Town Code will result in financial loss and unnecessary hardship. We believe a variance will not be contrary to the public interest, and that public safety will be secured for the following reasons:

1. We live on the east side of a teardrop cul-de-sac of a dead-end road. We ourselves rarely drive around the west side of the cul-de-sac. There is virtually no traffic driving by our driveway except for the postal service and garbage collection.

Our current neighbor, the Hanks's, live on the west side of the cul-de-sac. They rarely drive around the east side of the cul-de-sac to exit the subdivision. Our new neighbor, the Thomson's, are building on the west side of the cul-de-sac directly across from us. Their driveway is about 30 feet from the road straight away as is ours', and it is likely they will exit directly from their driveway on to the straight away as we do.

2. There have been no other complaints regarding our light columns from our neighbors, the people mentioned in Item 1 above, or the town's DPW department with regard to managing snow plowing, etc.

As mentioned previously, the complaint regarding our light posts originated from the town chairman.

3. The light columns are VERY well lit, with three 60-watt bulbs in each column. They emanate a tremendous amount of light.
4. We were operating under an active land use permit which included our light columns. (See Attachment #10)
5. We attempted to move the columns back as far back as possible, but were impeded by both sets of utilities which run through our front yard rather than the road right of way.
6. We provided ample time for the Town to advise us that the columns were going to be a problem (8-1/2 months).
7. With the mitigating circumstances presented above, and the abundance of road ROW violations in the Town more egregious than ours, and the Town Board's discretionary application of ROW infractions for only the most severe cases, we ask that an exception be made.

Summary/Resolution

1. We are asking for a variance to retain our light columns in their current position.

We believe we secured and were operating under an active land use permit issued by the Town of Beaver Dam.

2. We believe we followed the process for construction as outlined by the Town, and that the Town failed to perform their responsibilities when they issued their Conditional Land Use Permit. It was their responsibility to review the entire application as submitted, and advise per their website, if anything else was needed.
3. The Town failed to request additional information regarding our light columns, nor did they list their absence on the site plan as a "condition" under the permit they issued.
4. We provided the Town 8-1/2 months to inspect the columns before they were completed under our active Land Use Permit. We heard nothing.
5. We have illustrated that in the past 20 years, the Town has only enforced ROW infractions for a few egregious situations. They have not policed minor infractions such as ours, and we have provided just a few examples of more serious ROW infractions for which they appear to look the other way.
6. We believe that the Town Board's action is arbitrary in nature and unreasonable given the mitigating circumstances which we have provided to them.

If the Town is adamant that our light columns must be removed, we request we be reimbursed for the cost of their original construction, their removal and site restoration. - OR CHANGE THE ROAD ROW to something between 49.5 + 60 ft.



STANDARD SPECIFICATIONS

CUSTOMER: Al and Rhonda Steiner **PRICE:** \$523,505.93

LOCATION: _____

1. **EXCAVATION & FOUNDATION**

- X Excavation to consist of pushing back topsoil, digging of basement, back-filling, rough grading, and hauling away excess dirt. Allowance: \$18,000.00
- X Basement walls to be poured concrete.
- 8' depth standard on house.
- X 9' depth standard on house.
- X 4' depth standard on garage, porch & stoops.
- 2"x4" studs on interior basement walls, floor to ceiling with 3 ½" fiberglass blanket insulation and polyethylene vapor barrier.
- X 2" Styrofoam insulation under slab @ living area lower level.
- X Waterproofing to consist of bleeders through footings, drainage board, coating on walls, drain tile, pit & pump.
- X Concrete flatwork to consist of stoop off of front entry door, basement floor & garage floor.
- Sidewalk from front entry door stoop to driveway.
- Patio slab – Size: 12x16
- X (2) masonry piers @ driveway.
- Concrete/stone driveway.
- Culvert. 30'
- Asphalt.
- Other:
- Other:

2. EXTERIOR OF HOUSE

- ☒ Wood sheathing.
- ☐ Styrofoam.
- ☒ Tyvek house wrap.
- ☐ Corner bracing.
- ☒ Exterior walls and exterior ceilings on 24" center to be 5/8" gypsum board.
- ☒ All exterior walls of heated areas to be 2" x 6" studs on 16" center.
- ☐ All exterior walls of heated areas to be 2" x 6" timberstrand studs on 16" center.
- ☐ First floor walls 8' high.
- ☒ First floor walls 9' high.
- ☐ Roofing to consist of 25 year fiberglass dimensional shingles.
- ☒ Roofing to consist of 30 year fiberglass dimensional shingles.
- ☐ Roofing to consist of 40 year fiberglass dimensional shingles.
- ☐ Roofing to consist of wood shingles.
- ☒ 15# roofing underlay.
- ☒ Ridge roof vents.
- ☒ Aluminum flashing on roof.
- ☒ Maintenance free exterior of double-4 vinyl siding and 8" aluminum fascia and soffits; both in standard, in-stock colors.
- ☐ Aluminum siding.
- ☐ Wood siding – Type: _____; Size _____.
- ☐ Stucco.
- ☐ Exterior fireplace chase to be vinyl siding.
- ☐ Exterior fireplace chase to be brick.
- ☒ Soffit vents.
- ☒ Wood trusses.
- ☒ Shutters on front of house only. Number of pairs: ____per plan_____
- ☒ Baked enamel gutters and downspouts of standard, in-stock color.
- ☐ Wood fascia – Size: _____; Material: _____.
- ☐ Louvers – Number and location: _____.
- ☒ Exterior millwork: ____miratec_____.
- ☒ Deck – Size: ____per plan w/ trex decking and railings_____; Stairs: _____
- ☒ Screen porch – Size: ____per plan_____
- ☐ Other:
- ☐ Other:

3. INTERIOR WALLS

- ☒ All interior walls to be 1/2" gypsum board.
- ☒ Interior walls to be 2" x 4" studs on 16" center.
- ☒ Floors 3/4" T & G screwed.
- ☐ Floors 5/8" CDX with 1/2" underlay.
- ☒ TJI – Size: 11 7/8
- ☐ 2" x 10" floor joists.
- ☐ 2" x 12" floor joists.
- ☐ Floor truss – Size:
- ☒ All interior walls and ceilings, excluding garage, to be sprayed sand-textured.
- ☐ All interior walls and ceilings, excluding garage, to be hand sand-textured.
- ☒ All interior walls and ceilings, excluding garage, to be sprayed-out with latex paint.
- ☐ Smooth walls.
- ☐ Garage walls/ceilings to be drywalled.
- ☐ Garage walls/ceilings to be taped.
- ☒ Garage walls/ceilings to be sprayed-out.
- ☐ Garage firewalls to be drywalled.
- ☐ Other:
- ☐ Other:

4. WINDOWS/WOODWORK AND DOORS

- ☐ Basement windows: 2- 16" x 30" sliders included.
- ☒ Casement windows are vinyl clad, insulated glass with screens as per blueprint. Make: Andersen
- ☐ Double-hung windows are aluminum clad, insulated glass with screens as per blueprint. Make:
- ☒ Window grills on front only.
- ☐ Window grills on all.
- ☐ Special windows as per blueprint. Make: Size:
- ☐ Skylights as per blueprint. Make: Size:
- ☐ Built-in cabinets – Location: Den, Family rm, and L.L. Family rm
- ☐ Stained woodwork throughout house.
- ☒ Painted woodwork.
- ☒ Base – Style: flat stock Material: paint grade Size: 5 1/4
- ☒ Casing – Style: flat stock Material: paint grade Size: 3 1/2
- ☐ Crown molding in: Dining, Foyer and Family room
- ☐ Chairrail in: Dining

_____ Interior doors to be hollow core.

X _____ Interior doors to be solid core.

_____ Flush oak doors. _____ Upstairs
_____ Downstairs

_____ Six-panel pine doors. _____ Upstairs
_____ Downstairs

_____ Six-panel oak doors. _____ Upstairs
_____ Downstairs

X _____ Three-panel knotty alder doors. X _____ Upstairs
_____ Downstairs

X _____ Pocket door – Location: _____ per plan _____ Type: _____

X _____ Sliding patio door with screen (screen available on sliding or in-swing doors only).
Location: _____ per plan _____

X _____ Swinging patio door with screen (screen available on sliding or in-swing doors only).
Location: _____

X _____ Metal insulated exterior doors.

_____ Storm door. Location: _____ Front door _____

_____ Brass kickplate on front door.

X _____ Hardware for entry doors to consist of Schlage Geo, Orbit or Plymouth passage latch with deadbolt.

X _____ Lever handles.

X _____ Hardware for interior doors to consist of same passage latch, with privacy latch on master bedroom and all bathroom doors.

X _____ Insulated steel overhead garage door – Size: _10x8 (2)_____.

X _____ 1/3 H.P. garage door opener - Number: ____2____.

X _____ Garage door remote – Number: ____2____.

X _____ Touch pad.

_____ Other:

_____ Other:

5 FLOORING

X _____ Allowance: _____\$33,000.00_____; inclusive of vinyl and its 1/4" underlayment; any and all ceramic tile and its 3/8" underlayment – including around whirlpool and fireplace; carpet, pad, wood flooring, and installation.

_____ Other:

_____ Other:

6. MISCELLANEOUS INTERIOR

_____ Formica countertops in kitchen.

_____ Bath countertops to be "marblite" in standard, in-stock colors with molded bowl(s) as per blueprint.

X _____ Cabinet & countertop allowance: _____\$48,300.00_____

- ☒ Bathroom mirrors to be width of vanity x 40" high.
- ☐ Powder room mirror – oval.
- ☒ Two (2) towel bars and one (1) toilet paper holder per bath.
- ☐ Shower door in shower.
- ☐ Shower door in tub.
- ☐ Linen closet(s) to have 5 shelves.
- ☐ Clothes closets allowance .
- ☐ Stairway with exposed tread and riser.
- ☒ Type of Newel/baluster/spindles: _____
- ☐ Basement stairs 2" x 12" treads and 1" x 8" pine risers for carpet.
- ☐ Pull-down attic stairs in garage.
- ☒ Built-in ironing board.
- ☐ Other:
- ☐ Other:

7. ELECTRICAL

- ☒ Electrical wiring in accordance with state and local codes, with 200 amp. Romex wire service with circuit breakers, 220 volts to range and clothes dryer, G.F.I. outlets where required as well as two on the exterior.
- ☒ Decorative plugs and switches.
- ☒ White plugs and switches.
- ☐ Ivory plugs and switches.
- ☒ Light fixture allowance: _\$4,000.00_, exclusive of installation, inclusive of bulbs, exclusive of (64) recess lights.
- ☒ Number of ceiling fan/light fixture openings: ____5____
- ☐ Switch for future post light.
- ☐ Trench, wire & installation of post light.
- ☒ Telephone openings – Number: __1____.
- ☒ TV outlets – Number: ____7____
- ☐ Intercom – Allowance: _____.
- ☐ Security – Allowance: _____.
- ☐ Central vac – Allowance: _____.
- ☐ Other: Stereo wiring Allowance: \$1,500.00
- ☐ Other:

8. MASONRY

- ☒ Exterior to be stone per plan.
- ☒ Address stone.

☒ Location: _____ per plan _____

_____ Gable soldiering
 _____ Eave soldiering
 _____ Window soldiering _____ with key
 _____ Detailing: _____ Door soldiering _____ with key

_____ Quoins _____ Stone
 _____ Brick

_____ Other:

_____ Other:

9. PLUMBING

☒ Plumbing faucets and fittings to be: _____ per attached _____
 _____ polished brass

_____ Master Bath: Color – White
 _____ Drop-in sinks – Number: _____
 _____ Aquaglass whirlpool – Size: _____
☒ Aquaglass corner whirlpool w/chrome trim
 _____ Aquaglass shower – Size: _____
 _____ Ceramic shower – Size: _____
 Kohler K-3423 stool
 Kohler K-4716-T seat
 Moen 6980 whirlpool faucet
 Moen 4550 4" c lav faucet
 Moen 3175 pressure balanced shower faucet

_____ Main Bath: Color – White
 _____ Drop-in sinks – Number: _____
☒ Aquaglass tub module
 _____ Ceramic walls
 Moen 3189 pressure balanced shower faucet
 Kohler K-3423 stool
 Kohler K-4716-T seat
 Moen 4550 4" c lav faucet

_____ Powder Room: Color – White
 _____ Kohler K-3423 stool
☒ Kohler Portrait stool
 Kohler K-4716-T seat
 Gerber 22-558 pedestal
☒ Kohler Portrait pedestal
 Moen 4550 4" c lav faucet

_____ Basement Bath: Color – White
 _____ Drop-in sinks – Number: _____
 _____ Aquaglass tub module
 _____ Ceramic walls
☒ Aquaglass shower – Size: _____ 4' _____
 _____ Ceramic shower – Size: _____
 Moen 3189 pressure balanced tub faucet
 Moen 3175 pressure balanced shower faucet
 Kohler K-3423 stool
 Kohler K-4716-T seat
 Moen 4550 4" c lav faucet

☒ Plastic tubing water pipes.

☒ Shut-off valves on all sinks and toilets.

☒ Plastic soil, waste and vent piping.

☒ Copper service to building.

_____ Kitchen sink to be Kohler, enameled cast iron, double bowl model number K-5942.

- Specifications

7

- ☒ Kitchen faucet to be Moen 7375 W.
- ☐ Corian kitchen sink.
- ☐ Stainless steel kitchen sink.
- ☒ ISE 333 garbage disposal.
- ☒ Icemaker hookup.
- ☐ Hot water dispenser at kitchen sink.
- ☒ Washer hookup.
- ☒ Dishwasher hookup.
- ☐ Bar sink/faucet (2).
- ☒ Vent for clothes dryer.
- ☒ Exterior cold water silcocks – Number: _____
- ☐ Laundry tub in basement.
- ☒ Laundry tub in laundry room ☒ Drop in
☐ Free standing
- ☒ Plastic washer box in laundry.
- ☐ Rough in drain and vent for basement bath.
- ☐ 50 gallon gas water heater.
- ☒ 75 gallon gas water heater.
- ☒ Gas piping for fireplace.
- ☐ Gas piping for range.
- ☐ Gas piping for dryer.
- ☒ Plumbing drop for water softener.
- ☒ Water softener – size and cost dependent upon size of home and hardness of water.
- ☒ Drain tile on interior perimeter of foundation with sump pump crock and pump.
- ☒ Septic – Allowance: ___\$13,000.00___.
- ☒ Well – Allowance: ___\$10,000.00___.
- ☐ Lateral – Allowance: _____.
- ☐ Pipe for sprinkler system.
- ☐ Other:
- ☐ Other:

10. FIREPLACE

- ☒ Direct-vent gas fireplace.
- ☐ Standard wood-burning fireplace
- ☐ Standard wood-burning fireplace with gas log.
- (Fireplace face) ☐ Brick – Height: _____
☐ Tile

☒ Fireplace face: ☐ Marble
☐ Stone
☐ Flush
☒ Raised – Height: _____
☐ Brick
☐ Tile
☐ Marble
☒ Hearth: ☐ Stone
☒ Mantle: ☐ Oak
☒ Alder
☐ Fan
☐ Remote – Number: _____
☐ Allowance: _____

11. APPLIANCES

☐ Range hood – white.
☐ Dishwasher – white/black – model _____
☐ Spacesaver Microwave – white/black – model _____
☒ Allowance: _____\$9,000.00_____

12. INSULATION

☐ Sidewalls cavity R-21
☒ Sidewalls cavity R-22
☐ Sidewalls cavity R-38
☒ Ceilings R-50
☒ Basement ring R-19
☒ Foundation R-11
☒ Vapor barrier type – 6 mil.
☐ Insulate garage walls/ceilings.
☒ Holes drilled in exterior wall plate shall be caulked to prevent air infiltration.
☒ Other: BIBS

13. HEATING

☒ Fuel ☒ Natural Gas
☐ Propane
☒ Carrier gas-fired, forced air, high-efficiency furnace with set-back thermostat.
☒ Carrier Central Air Conditioning.
☐ Humidifier – Make/Model: _____April aire_____
☐ Dehumidifier – Make/Model: _____Sahara ultra aire_____
☐ Air Exchanger – Make/Model: _____
☐ Space gard: _____

Conventional
 X Set-Back
 X Multi-Zone (Number of zones:)
 X Thermostat
 X Vent bath fans to exterior.
 X Vent kitchen hood fan to exterior.
 Ventilation System.
 Other:


14. LANDSCAPING

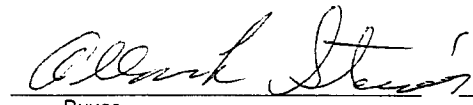
 X Allowance: \$7,000.00 for additional top soil; seed and/or sod; trees, shrubs, etc.; retaining walls; decorative stone, bark, etc.; and labor and materials to install.
 Other:

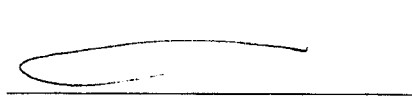
15. MISCELLANEOUS ITEMS INCLUDED IN CONTRACT

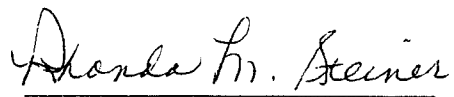
 Utility hook-up allowance:
 X Final interior cleaning

APPROVED BY:

 10-31-16
Duren Custom Builders L.L.C. Date

 11/1/16
Buyer Date


Agent Date

 11/1/16
Buyer Date

#10-2

PLAN NOTES

16-21-14-004

Al & Rhonda Steiner

Reviewer JAKE HENNING Date 11/16/2016

Address Beler Hill Rd. , Beaver Dam

CONDITIONALLY APPROVED

X POST AND MAINTAIN BUILDING PERMIT IN VISIBLE LOCATION AT START OF EXCAVATION. SPS.320.09(9)(d)1. (Recommend painting address numbers at exterior during rough construction.)

X Erosion control must be in place at start of project and continue to be maintained until the soil is stabilized, call for inspection at start of project. Please read the requirements in the permit pack! SPS 321.125

No erosion control plan or sight plan delineating setbacks are present in initial submittal SPS.3.21.125

The heating contractors state registration # is missing on the application. SPS. 305.70

Heat loss calculations were not included at the time of plan submittal please provide ASAP. SPS. 322.52(1)

The plumbers master license # is missing on the application. SPS. 320.09 (9)(a)6 Statute 101.63(7)

Contractor and / of contractor qualifier # missing on the application. SPS. 320.09(9)3

Wall bracing identification is missing on the plan. SPS. 321.25

The location of plumbing fixtures, chimneys, heating and cooling appliances and a heating distribution layout. SPS. 320.09(5)(b)2c

Brick or similar masonry veneer shall be shall have an air space (drainage plane) between the sheathing and the brick (remember the felt paper or tyvek applied to the sheathing). The brick shall be properly fastened to framing members. Weep holes provided at maximum intervals of 2 feet. Masonry or brick veneer shall be above final grade unless there is through wall-flashing at grade or within 2 courses above grade. No related detail is shown at plans. SPS 321.26(7)

X Finished grade shall slope away from foundation at 1/2" per foot for the lesser of 10' away or to the lot line, incomplete grade elevations shown on plan submittal SPS.321.12

X Minimum 2 exits form 1st floor, main 3'x 6'8", 2nd 2'8" x 6'4" & separation of at least 1/3 the longest diagonal or min of 20': 1/2 of bedrooms and 1 full bath must have 2'8" x 6'8" doors. SPS.321.03

PLAN NOTES

16-21-14-004

Al & Rhonda Steiner

Reviewer JAKE HENNING Date 11/16/2016

Address Beier Hill Rd. , Beaver Dam

CONDITIONALLY APPROVED

- x Concrete floors at least 3" thick - garage floors 4" thick and shall be over 4" base course. "When a concrete floor is placed in clay soils, a 4-inch thick base course shall be placed in the sub grade consisting of clean graded sand, gravel or crushed stone." SPS. 321.20(2) & SPS.321.203
- Your plans do not indicate a vapor barrier below the basement floor. "A vapor retarder shall be installed under the base course of slabs and basement floors unless the slab is in an unheated attached garage SPS. 322.38 (3) Foam used under basement floor must have all seams taped by code to comply as a vapor barrier. Detail is not shown on submitted plans. SPS. 322.38 (1) (b)
- Complete wall framing and load bearing detail, beams, columns, and shoulder studs has not been supplied. Builder shall be responsible for all calculations and ensure compliance with total load path requirements.SPS.321.02
- No proprietary information is provided on the type and installation of engineered building materials please provide spec sheet showing supplier's required methods of installation on site. i.e. products like Truss joist, LP, Roseburg, etc. SPS 321.02
- No load calculations are shown for tall walls in the garage/ living area, maximum un-braced dimensional stud lumber heights shall not exceed 10' for 2x4 or 2x6 wall. Plans for walls designed with engineered lumber shall be made available on site for inspection SPS. 321.25
- Plans do not show complete floor-framing detail. SPS. 321.19
- x OSB must be fully protected under siding for all surfaces of the dwelling including the attached garage and attic gable ends before the siding, brick, etc. is applied. Protection must be in the form of house wrap (Tyvek), (Tytar), 15 pound felt paper, or similar products. Full exterior protection must also be in place before insulation is applied; meaning joints of OSB caulked, foam board taped, siding in place, etc. In other words no moisture will be allowed to enter the insulation cavity from the exterior prior to
- x Complete details for fire separation on the common garage walls and ceilings to the dwelling has not been supplied. Builder is responsible for compliance with the code. SPS. 321.08
- x No fire-stopping details are shown on plans. Take precautions to fire-stop those areas where there is a concealed space connecting a vertical to horizontal cavity. To use as an example, a kitchen soffit that would allow fire to spread inside from a vertical stud wall up and across to an under floor joist space. The fire stopping can be accomplished in a variety of ways, either wood blocking or in some cases fiberglass insulation will suffice. SPS. 321.08F
- Structural columns or beams exposed in attached garages must be protected with ¾ hour fire resistance. i.e. box members out with gypsum board meeting the ¾ hour rating. Detail is not shown on submitted plans. SPS.321.08 1(b)
- Ventilation shall be provided above the ceiling or attic insulation. At least 50% of the net free venting area shall be distributed at the low side of the roof. Depending on the ventilation amount and location, the ratio of venting shall be either 1' per 300 square feet of attic floor or 1' per 150 square feet of attic floor. Incomplete venting information is shown on submitted plans. SPS. 322.39
- Insulation without a thermal resistance identification mark may be used if the installer provides a signed and dated certification for the insulation installed in each element of the building envelope, listing the type of insulation, the manufacturer and the R-value. For blown-in or sprayed insulation, the installer shall also provide the initial installed thickness, the calculated settled thickness, the coverage area and the number of bags installed. The general contractor or owner shall post the certificate immediately next to the

PLAN NOTES

16-21-14-004

Al & Rhonda Steiner

Reviewer **JAKE HENNING** Date 11/16/2016

Address **Boyer Hill Rd. , Beaver Dam**

CONDITIONALLY APPROVED

Builder should be aware that several litigation issues are arising due to problems with HVAC system operation. The installer shall test and balance every heating, ventilation, and AC system SPS.3 23.18(2). The report shall be made available on request.

- X All risers must not vary more than 3/8 of an inch including decks. This is measured from hard surface to hard surface at final. With a hard surface finish material like hardwood flooring or ceramic, the risers shall comply at final. If carpeting is installed at those areas the risers shall comply at the rough stage. Cement steps poured at garages & stoops must comply – the highest riser no more than 8" to the interior roughed or hard surfaced finish. No measurement is made at installed door threshold hardware.
- X Plan details do not show minimum 76" headroom above stairs. SPS 321.04(2)(d)

- X Code compliant handrail/guardrail is required (including decks & steps) meaning a graspable handrail that is no more than 2 7/8" wide located 30 to 38 inches high and continuous for the length of steps. Detail was not included with submitted plans. SPS. 321.04 (3)

Be aware that what appears to be a screened porch will require 36" guardrail protection. Detail was not shown on submitted plans. SPS.321.04 (3)

- X Blocking or diagonal bracing shall be provided at 32" spacing or less between rim joists and the first row of parallel floor joists so as to provide adequate lateral support for the top of the foundation wall. Detail was not shown on submitted plans. SPS. 321.18(1)(d) 2.a.

- X Plans do not show a drain tile system, a complete system is required. SPS. 321.17

Plans do not show proper drain tile installation, drain tile must be installed directly along footing; (below the top of the footing) inter connected and placed on 2" of washed stone for entire length of footing. SPS. 321.17

- X Habitable rooms shall be provided with 8% light from windows. Exception – rooms in basement other than bedrooms. Could not determine glazing information from submitted plans. SPS. 321.05

Basement Egress Windows shall be operable from the inside without the use of tools or the removal of sash. The nominal size of the net clear window opening shall be at least 20 inches by 24 inches irrespective of height or width. Note SPS. 321.03 (6) Minimum height to lowest point of clear opening is 46", 60" w/permanent platform. Detail is not included on submitted plans.

Safety glass needed: on shower or tub walls within 5' vertically (v) of drain, 3' horiz.(h) of the nearest part of the inner rim of tub; side lights within 2' of door; 4' (v) and 1'(h) of near edge of tread or landing; 4' (v) of floor and 3'(h) of nosing top or bottom tread. The glazing shall be identified by permanent marking. SPS. 321.05(3) Detail is not included on submitted plans.

- X No smoke alarm & carbon monoxide detector detail is shown on submitted plans. 1 smoke in each sleeping room, on each floor level and out side each bedroom and /or group of bedrooms & one carbon monoxide on each floor. SPS 328.03 & 328.04

PLAN NOTES

16-21-14-004

Al & Rhonda Steiner

Reviewer **JAKE HENNING** Date 11/16/2016

Address **Bellevue Hill Rd. , Beaver Dam**

CONDITIONALLY APPROVED

Minimum clearance of 30" between major appliances and walls, islands or built in cabinets, excluding the nosing of the cabinets in the measurement. No detail on plans. SPS 321.035(3)

X

Incomplete plan detail for column pad footings – the minimum is 2 feet by 2 feet by 12 inches deep. This would include decks, 3 season rooms and porches. SPS. 321.15(2)(b)

Minimum concrete wall thickness. Check with your concrete contractor, ACI rules that are adopted by the Uniform Dwelling Code require a 10" thick wall for the majority of 9' high basement walls with >8' of back fill – unless engineered with vertical & horizontal reinforcement. SPS. 321.18-B Table SPS. 321.18-B Concrete wall thickness.

Type of concrete, nominal thickness, maximum height of unbalanced fill* for material of wall being supported (wood framed-feet)

*Unbalanced fill is the difference in the elevation between the outside grade and the basement floor.

** The maximum height of unbalanced fill for a 12 inch plain concrete wall may increase provided the wall is constructed of concrete with a maximum compressive value of 6,000 psi at 28 days.

Basement Wall Height

This List Of Items Is Not All-inclusive. Noted Items May Be Abbreviated, Refer To Code Section.
Please Note The Uniform Dwelling Code Is Minimum Requirements.

Town of Beaver Dam Land Use Department

Land Use Administrator Dan Prunuske can be reached at 920-887-3128 or 920-887-0791, extension 15 or by email.

The Town of Beaver Dam has adopted its own zoning code. The code sets guidelines for all land related activities that take place within the town. These activities include, but are not limited to, buildings, structures, signs, and land use.

Dodge County enforces shoreland zoning within 1,000 feet of Beaver Dam Lake, Crystal Lake and Lake George. It also enforces shoreland zoning within 300 feet of any navigable stream/river. Property owners are advised to consult with Dodge County Land Resources and Parks 920-386-3700 x-2 prior to commencing any project in the shoreland area.

Please be advised that for virtually all town roads, the 66 foot strip of land, 33 feet on either side of the center of the road, is owned or controlled by the Town. You may not excavate, fill, or grade, install fences, pipes, conduits, wires, signs or any other structure in the 66 foot strip without the permission of the Town.

A Land Use Permit is required to construct a garage, shed, grain bin, deck, home addition or improvements if the cost of the materials is more than \$2,500 and less than \$25,000.00 or the materials + labor is more than \$5,000 and less than \$50,000.

A Building Permit is required to construct a new residence. A building Permit is also required for home improvements if the cost of materials exceeds \$25,000 or the cost of materials + labor exceeds \$50,000. The Land Use Administrator will review the steps of the process with the contractor or home owner. Upon completion of all related paperwork, the information will be reviewed by the town's Land Use Administrator and the town's building inspector to ensure all required information has been submitted. This process normally takes a week to complete. You will be contacted when the permit is ready to be picked-up. The fee for this permit is dependent upon size and value of structure.



#12

Building Permit Application-
Page 1**Building a One or Two-Family Home in the Town of Beaver Dam**

- ☐ If applicable, you must obtain a **driveway permit** and a **land use permit** from the town, and a **sanitary permit** from the county before a building permit can be issued. A copy of these permits must be submitted to the land use administrator with the building permit application.
- ☐ Submit the **Wisconsin Uniform Building Permit** application form SBD-5823 (attached).
- ☐ Submit an **Erosion Control Plan** showing the locations of erosion control measures to be implemented for sediment control, the location of the tracking pad for driveway access, and the locations of temporary soil stockpiles. A copy of the site plan with the additional erosion control information may be used for the Erosion Control Plan.
- ☐ Submit the **Energy Calculations**. You may use the latest version of the REScheck software for these calculations. REScheck is available at www.energycodes.gov/resource-center. If you are uncertain how to perform the calculations, please consult with your HVAC contractor.
- ☐ **Plan Submittal (Two Sets)**

At least two sets of plans for all one and two-family dwellings must be submitted to the land use administrator. The plans must be legible and drawn to scale or dimensioned and must include all of the following:

Site Plan must show all of the following:

- ☐ The location of the dwelling and other buildings, wells, surface waters and waste water treatment systems on the site.
- ☐ The areas of land disturbing construction activity and the location of all erosion and sediment control measures to be employed in order to comply with SPS 321.125.
- ☐ The pre-construction ground surface slope and direction of runoff flow within the proposed areas of land disturbance.

Floor Plan must be provided for each floor and must show all of the following:

- ☐ The size and location of all rooms, doors, windows, structural features, exit passageways and stairs.
- ☐ The use of each room.
- ☐ The location of plumbing fixtures, chimneys, heating and cooling appliances and a heating distribution layout.
- ☐ The location and construction details of the braced wall lines.

Elevations must show all of the following:

- ☐ The exterior appearance of the building, including the type of exterior materials.
- ☐ The location, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls.

Storm Water Management Plan

- ☐ Must be prepared for a site where one acre or more of land will be disturbed.
- ☐ Must delineate, and describe the post-construction storm water management practices to be employed, to comply with SPS 321.125.

- (2) Additions, alterations, and repairs to dwelling units when the estimated costs for material and labor exceed \$5,000.00 but are less than \$50,000.00. When for material only, over \$2,500.00 but less than \$25,000.00. When over \$50,000.00, refer to subsection 10-5(b)(2).
- (3) All other buildings when additions, alterations, or repairs are over \$5,000.00.
- (d) *Optional inspections.* Inspections that are not required by the town for any building, addition or alteration thereto are available by request through the town from the building inspector.
- (e) *Inspections.* Inspections shall be made as provided for in this chapter and shall be requested at least 24 hours in advance. Inspections shall be made as near as possible to the time requested and emergency inspections shall be given priority when an inspector is available.

Sec. 10-6 Building department

The building department consists of the offices of the land use administrator and the building inspector. An annual report of the building department shall be made to the town board by each of the land use administrator and building inspector.

(a) Building inspector.

- (1) Upon receiving applications requested under subsections 10-5(b)(1), (2), or (3) and 10-5(d), if the building inspector finds that the proposed building will comply in every respect with the ordinances of the Town of Beaver Dam, other municipal ordinances, laws of the state and lawful orders issued pursuant thereto, he shall issue a building permit. After being approved, the plans and specifications shall not be altered in any respect with regard to such ordinances, laws or orders, or the safety of the building, except with the written consent of the building inspector. Such consent shall be filed with the application.
- (2) The building permit is valid for 2 years, however it shall become void unless operations are commenced within 6 months from the date thereof, or if the building or work authorized by such permit is suspended at any time after work is commenced. The building inspector may extend the time period of 6 months if conditions causing delay were beyond the control of the applicant.
- (3) Before any work is commenced or recommenced after the permit has elapsed, a new permit shall be issued at the regular fee rate. All work shall be completed within 2 years from the date of issuance of the permit.
- (4) The building inspector is required to provide inspection services for issued permits, keep record of them, and provide services for all other matters relative to providing inspection services.

(b) Land use administrator.

- (1) The land use administrator shall receive and keep a record of all applications taken, permits approved and fees collected by the building department.
- (2) Issues all building permits, except those the building inspector issues in section 10-6.
- (3) Orders fire numbers and installs when needed.
- (4) Permits shall be issued under the same terms as in section 10-6.

Sec. 10-7 Fees

The fees for permits, inspections, and licenses, required or optional, in this chapter shall be established by resolution of the town board, and may be reviewed from time to time and adjusted as the town board may direct. If any construction or work governed by the provision of this chapter or the Wisconsin Residential and Commercial Building Codes is commenced prior to the issuance of a permit, double fees shall be charged.

Sec. 10-8 Inspections

Inspections shall be made as provided for in this chapter and shall be requested at least 24 hours in advance. Inspections shall be made as near as possible to the time requested and emergency inspections shall be given priority when an inspector is available.

Sec. 10-9 Stop work order

- (a) If an investigation reveals a noncompliance with this chapter or the Wisconsin Residential and Commercial Codes, the Building Inspector shall notify the applicant and the owner, in writing, of the violation(s) to be corrected. All cited violations shall be corrected within 30 days after written notification unless an extension of time is granted pursuant to Wis. Admin. Code § 20.10(1)(c).
- (b) If after written notification, the violation is not corrected within 30 days, a stop work order may be served on the owner or his representative and a copy thereof shall be posted at the construction site. → Such stop work order shall not be removed except by written notice of the building inspector after satisfactory evidence has been supplied that the cited violation has been corrected.
- (c) Each day each violation continues after the 30-day written notice period has run shall constitute a separate offense. Nothing in this chapter shall preclude the town from maintaining any appropriate action to prevent or remove a violation of any provision of this ordinance or the Wisconsin Uniform Dwelling Code.

Sec. 10-10 Appeal

An appeal of any order of any officer or inspector of the building department shall be made in accordance with the provision of the applicable subsection under which such orders are given or as provided in Wis. Stats. Ch. 68.

Sec. 10-11 Certificate of occupancy for single-family and multifamily dwellings

It is unlawful for any person to use or permit the use of any building or premises, or part thereof of which is to be inspected, hereafter erected, changed, converted or enlarged, wholly or partially, in use or structure until the building inspector has issued a certificate of occupancy. Such certificate of occupancy shall not be issued until all final inspections under this chapter, requirements under the town code and state statutes, and if new constructions on a new land division parcel, the conditions imposed by either the plan commission or the board of appeals for approval of the parcel, have been satisfactorily completed.

(a) Inspections.

- (1) The building inspector shall make a final inspection of all new residential buildings, and additions and alterations required to be inspected. If no violations of the Wisconsin Uniform Dwelling Code, this chapter or any other ordinance were found, the building inspector shall issue a certificate of occupancy, stating the purpose for which the building is to be used. Action to approve or deny any application for a permit or certificate of occupancy under this chapter shall be taken promptly and in no case longer than 14 days from the date the application is filed with the building inspector.
- (2) No building, nor part thereof, shall be occupied until a certificate of occupancy has been issued, nor shall any building be occupied in any manner, which conflicts with the conditions set forth in the certificate of occupancy.
- (3) If the building inspector determines after final inspection that the building, structure or work has substantially complied in every respect with all ordinances and orders of the town including if applicable to conditions set forth for approval of a CSM or subdivision and to applicable laws and orders of State of Wisconsin, he or she shall officially approve the work and shall issue the certificate of occupancy to the owner.

Event Timeline:

November 16, 2016	Received 2-Year Conditional Land Use Permit for our building project.
July 17, 2017	Home completed enough to allow occupancy. Work continues within building and on site.
September 15, 2017	4-foot Concrete block structures set in place for columns.
September 2017 – May 2018	Concrete block structures remain in place, subject to inspection at any time.
June 1 – 21, 2018	Decorative stone work completed by mason contractor, electrician completes lighting and landscape work is completed.
July 20, 2018	Date of letter from Town requiring us to tear down columns. Letter received 7/23/18.
August, 2018	Appeared before Town Board asking to reconsider their decision but was unsuccessful. Was told we needed a building permit, and that columns should have been on site plan as they do not look at the part of the application they send to engineering firm.

August – May 2019

Drove in various areas looking for ideas for a light fixture in our front yard when we came across one of the new subdivisions in the Town which had three sets of light columns in the road right of way.

Reviewed approximately 20 years of Board, Board of Appeals & Planning Commission minutes trying to find out what process these Homeowners and others used to be allowed to have their structures be Acceptable.

May 23, 2019

Receive letter from Town Board stating Town will take legal action to remove columns.

June 8, 2019

Upon my inquiry as to the “court of record” the Town would use to authorize proceedings to take the columns down, was advised by LUA that he, the Town Chair, and Jeff Schmitt agreed that they did not need court proceeding to remove. Was also advised if we chose to put a light post in our front yard that we would be required to obtain a variance from the Board of Appeals, although no other town resident has ever been required to do so per the LUA. This letter received June 10, 2019.