

DEPARTMENT OF PUBLIC WORKS 100 North Appleton Street

> Appleton, WI 54911 TEL (920) 832-6474 FAX (920) 832-6489

MEMO

To: Municipal Services Committee

From: Danielle Block, P.E. Director of Public Works

Date: October 18, 2023

Re: Building Move 225 N. Badger Ave. to 1839 W. Winnebago St. – Street Occupancy Permit

The property owner at 225 N. Badger has applied for a Street Occupancy Permit to allow for a building to be moved from 225 N. Badger Avenue to 1839 W. Winnebago Street.. See the attached application information and proposed relocation route.

The applicant submitted the following project details:

- Axle load of truck = 23,000 lb. and trailer = 30,000 lb./dolly
- Dimensions of truck = 8'6" wide, 22' long
- Overall structure dimensions of truck and trailer loaded = 54' length, 20'10" height, 26' width

Section 4-206 of the Appleton City Code outlines requirements for relocating buildings within the City. Staff has reviewed the application and notes the following:

- Conditions as noted in the Permit to Occupy the Public Right-of-Way;
- Applicant must verify and coordinate with private utilities prior to move;
- Applicant must coordinate move once date is known with the Department of Public Works Traffic Division and the Appleton Police Department.

Staff recommends approval of the Street Occupancy Permit. All required documentation has been submitted by the contractor.

DEPARTMENT OF COMMUNITY DEVELOPMENT

100 North Appleton Street Appleton, WI 54911 Phone (920) 832-6474 Fax (920) 832-6489

TO: Municipal Services Committee

FROM: Kurt W. Craanen, Inspections Supervisor

Danielle Block, Director of Public Works

Kara Homan, Director of Community Development

SUBJECT: Moving Building from 225 N. Badger Ave. to 1839 W. Winnebago St.

DATE: October 23, 2023

On October 4, 2023, our office received an application for a Building Moving Permit. The Appleton Area School District proposes moving the existing 32' x 24'storage building located at 225 N. Badger Ave. to 1839 W. Winnebago St.

Section 4-408 of the Appleton City Code outlines requirements for relocating buildings within the City. The following are some of the specific requirements of that section:

- Section 4-408(b) requires that the Inspection Supervisor shall issue a permit only after it has been approved by the Municipal Services Committee and the Common Council.
- Section 4-408(c) specifies that the alderperson of the ward of the proposed relocation be notified. Alderperson Vaya Jones has been sent a letter regarding this project.
- Section 4-408(d) states that if 20% of the owners of property within one hundred (100) feet of the adjacent property protest the relocation, the permit may only be issued with a three-fourths (¾) vote of the Common Council. The owners of the properties in this category have been sent a letter and a copy of this meeting's agenda.

The Appleton Area School District has been notified that once the building is moved to 1839 W. Winnebago St. it must pass a full inspection as if it is a new building.

The Department of Community Development recommends approval of the Moving Permit Application.

c: Darrin Glad



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit #:	-	-	
Effective Date:			
Expiration Date:			
Fee:			
Paid (yes or no):			

	Paid (yes or no):			
Rev. 04-10-15				
Applicant Information Name (print): Kennoth J Shanahan Company: Egge Movers Address: 920 N Prairie Street Telephone: 600. 583. 2082 FAX: 608. 583. 2071 Lone Rock W. S. 53550 email: egge Movers Chugnot. not Applicant Signature: Thum 5 South Date: 10-17-23				
Occupancy Information General Description: Small building move				
Street Address: - or- Street: Multiple Streets: From: 225 N A Apple + wo,	Badger Ave To: 1839 W WinnebagoSt. WI 54914 Appleton, WI SH914			
(Department use only) Occupancy Type Sub-Type Permanent (\$40) Sandwich Board Temporary - max. 35 days (\$40) Tables / Chairs Amenity/Annual (\$40) Dumpster Blanket/Annual (\$250) POD / Container Block Party (\$15) X Obstruction / Other	Sidewalk Terrace X Roadway			
Additional Requirements Plan/Sketch Other: X Certificate of Insurance	X Bond \$5,000 Permit Bond			
Traffic Control Requirements Tyne of Street: X Arterial/CBD City Manual Page(s)	Contact Traffic Division (832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:			
Collector State Manual Page(s) Local X Other (attach plan) Approved by: Date:	Route Reviewed by DPW Traffic. Applicant be aware of City Traffic Signals and signage.			
This permit approval is subject to the following conditions: 1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy. 2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application. 3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNCIPAL CITATION if conditions of the permit are not met. 4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted. 5. Applicant is responsible for private utility locates and coordination at, below and above ground. Prior notification to DPW, APD and AFD of move date. 6. Section 4-206 to 4-212 of City Code must be followed.				
This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the lepermit, warranties that all street occupancies will be performed in conformity to City ordinances, standander. By applying for and accepting this permit, the applicant assumes full liability and/or any coscompliance with said ordinances, standards, policies and permit conditions. No occupancy shall occupancy shall occupance shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any sub-contractor working for them. The Grantee shall assume complete and full liability and respondant of persons or property resulting from their facilities within the public right-of-way. APPROVED BY:	ndards and policies, be properly barricaded and lighted, and be performed in a safe sts incurred by the City for corrective work required to bring the subject area into cur prior to approval of this permit by the Department of Public Works. any other facilities within the public right-of-way damaged or destroyed by the Grantee or			

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED

REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s). CONTACT Housemover Maguire Agency 1970 Oakcrest Avenue, Suite 300 Roseville, MN 55113 PHONE (A/C, No, Ext): (651) 638-9100 FAX (A/C, No): (651) 638-9762 E-MAIL ADDRESS: msundeen@maguireagency.com INSURER(S) AFFORDING COVERAGE NAIC# INCLIDED A . Nova Cacualty Company ADEED

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Egge Movers, LLC 120 N. Prairie St.		INSURER C:								
		INSURER D:								
	Lone Rock, WI 53556				INSURE	RE:				
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								MED EXP (Any one person)	\$	1,000,000
								PERSONAL & ADV INJURY	\$	2,000,000
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	POLICY X PRO-							PRODUCTS - COMP/OP AGG	\$	2,000,000
A	OTHER:								\$	
A	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
	ANY AUTO OWNED SCHEDULED			MSMML1000004501		3/11/2023	3/11/2024	BODILY INJURY (Per person)	\$	
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ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)									\$	
] N/A					E.L. EACH ACCIDENT		***************************************	
	If yes, describe under DESCRIPTION OF OPERATIONS below				_			E.L. DISEASE - EA EMPLOYEE		
A	Cargo		-	MSMML1000004501		3/11/2023	3/11/2024	ACV (\$2,500 Ded.)	\$	150,000
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DESC	CRIPTION OF OPERATIONS / LOCATIONS / VEHICLI	ES (A	CORD	101, Additional Remarks Schedu	le, may b	e attached if more	e space is requi	red)		
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CERTIFICATE HOLDER	CANCELLATION
City of Appleton	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE
	Wallu

IR 4.1 – Razing or Moving Buildings or Material City of Appleton Insurance Requirements

The contract or purchase order is not considered approved and the Contractor shall not commence work until proof of the required insurance has been provided to the applicable department for the City of Appleton.

It is hereby agreed and understood that the insurance required by the City of Appleton is <u>primary coverage</u> and any insurance or self-insurance maintained by the City of Appleton, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. All insurance shall be in full force prior to commencing work and remain in force until the entire job is completed or the length of time specified in the contract or listed below, whichever is longer.

1. INSURANCE REQUIREMENTS FOR CONTRACTOR

Commercial General Liability coverage at least as broad as Insurance Services Office Commercial General Liability Form, including coverage for Products Liability, Completed Operations, Contractual Liability, and Explosion, Collapse, Underground coverage with the following minimum limits and coverage:

•	Each occurrence limit	\$1,000,000
•	Personal and Advertising Injury limit	\$1,000,000
•	General aggregate limit (other than products/completed	
	operations) per project	\$2,000,000
•	Products/Completed Operations aggregate	\$2,000,000
	NOTE: Coverage must be carried for two years after acceptance	
	of completed work.	
•	Fire Damage limit – any one fire	\$50,000
•	Medical Expense limit – per person	\$5,000

Automobile Liability coverage at least as broad as Insurance Services Office Business Automobile Form with \$1,000,000 minimum limits combined single limit per accident for Bodily Injury and Property Damage, provided on a Symbol #1 - "Any Auto" basis.

Workers' Compensation as required by the State of Wisconsin and employers liability insurance with sufficient limits to meet underlying umbrella liability insurance requirements. If applicable for the work coverage must include Maritime (Jones Act) or Longshoremen's and Harbor Workers Act coverage.

Umbrella Liability coverage at least as broad as the underlying commercial general Liability, automobile liability and employers liability, with a minimum limit of

•	Each occurrence	\$2,000,000
	Aggregate	
	Maximum self-insured retention	

Builder's Risk/Installation Floater/Contractor's Equipment or Property: If applicable the contractor is responsible for loss and coverage for these exposures. The City of Appleton will <u>not</u> assume responsibility for loss, including loss of use, or damage to property, materials, tools, equipment and items of a similar nature which are being used in the work being performed by the contractor or its subcontractors or are to be built, installed or erected by the contractor or subcontractors.

Bond Requirements: Per Municipal Code Sec. 4-207

- License and Permit Bond: The Contractor will provide to the City a License and Permit Bond in the amount of \$5,000 or the amount stipulated in the City of Appleton's Municipal Code Section 4.
- Acceptability of Bonding Company: The Permit Bond shall be placed with a bonding company with an A.M. Best rating of no less than A- and a Financial Size Category of no less than Class VI.

2. APPLICABLE TO CONTRACTORS/SUBCONTRACTORS/SUB-SUB CONTRACTORS

- Primary and Non-Contributory requirement All insurance must be primary and non-contributory to any insurance or self-insurance carried by the City of Appleton.
- Acceptability of Insurers: Insurance is to be placed with insurers who have an A.M. Best rating of no less than A- and a Financial Size Category of no less than Class VI, and who are authorized as an admitted insurance company in the state of Wisconsin.
- Additional Insured Requirements: The City of Appleton, and its officers, council members, agents, employees and authorized volunteers must be named as additional insureds on all liability policies for liability arising out of project. On the Commercial General Liability Policy, the additional insured coverage must be ISO form CG 20 10 07 04 and also include Products Completed Operations equivalent to ISO form CG 20 37 07 04 or their equivalents for a minimum of 2 years after acceptance of work. This does not apply to Workers Compensation Policies.
- Certificates of Insurance acceptable to the City of Appleton shall be submitted prior to
 commencement of the work and shall contain a provision that coverage afforded under
 the policies will not be canceled or non-renewed until at least 30 days' prior written
 notice has been given to the City of Appleton. In addition form CG 20 10 07 04 for
 ongoing work exposure and form CG 20 37 07 04 for products-completed operations
 exposure or its equivalent must also be provided.

3. INSURANCE REQUIREMENTS FOR SUBCONTRACTOR

All sub-contractors shall be required to obtain Commercial General Liability, Automobile Liability, Worker's Compensation, Employer's Liability and if applicable, Watercraft Liability, Aircraft Liability and Unmanned Aircraft Liability insurance. This insurance shall be as and with the same coverage limits as those required of the Contractor.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK – REQUIREMENTS CONTINUE ON THE FOLLOWING PAGE

The following additional coverages are required where the corresponding box is checked. In addition, Contractor shall be responsible for consulting with its insurance carrier to determine whether any of the other following coverages should be carried based upon the specific project:

☐ Bond Requirements

- **Bid Bond**: The Contractor's Bid Bond equal to 5% of the contract shall accompany the bid for the project.
- Payment and Performance Bond: If awarded the contract, the Contractor will
 provide to the Owner a Payment and Performance Bond in the amount of the
 contract price, covering faithful performance of the contract and payment of
 obligations arising thereunder, as stipulated in bidding requirements, or
 specifically required in the contract documents on the date of the contract's
 execution.
- Acceptability of Bonding Company: The Bid, Payment and Performance Bonds shall be placed with a bonding company with an *A.M. Best* rating of no less than A- and a Financial Size Category of no less than Class VI.
- **License and Permit Bond**: The Contractor will provide to the City a License and Permit Bond in the amount stipulated in Appleton's Municipal Code.

Property Insurance Coverage (Builder's Risk) to be provided by the Contractor

- The property insurance must include engineering or architect fees and must equal the bid amount, plus any change orders.
- Coverage includes property on the work site/s, property in transit and property stored off the work site/s.
- Coverage will be on a Replacement Cost basis.
- The City of Appleton, consultants, architects, architect consultants, engineers, engineer consultants, contractors and subcontractors will be added as named insureds to the policy.
- Coverage must include collapse and be written on a "special perils" or "all risk" perils basis.
- Coverage must include water damage (including, but not limited to, flood, surface water, hydrostatic pressure) and earth movement.
- Coverage must include testing and start up.
- Coverage must include boiler and machinery if the exposure exists.
- Coverage must include engineers' and architects' fees.
- Coverage must include building ordinance or law coverage with a limit of 5% of the contract amount.
- The policy must cover/allow partial utilization by owner.
- Coverage must include a "waiver of subrogation" against any named insureds or additional insureds.
- Contractor is responsible for all deductibles and coinsurance penalties.

Pollution Liability - Contractors; Motor Vehicle/Automobile; Professional; Environmental Consultants/Engineers

- Definition of "Covered Operations" in the policy must include the type of work being done for the City of Appleton
- Limits of Liability:
 - \$500,000 each loss for bodily injury, property damage, environmental damage
 - \$1,000,000 Aggregate for bodily injury, property damage, environmental damage (environmental damage includes pollution and clean-up costs)
- Deductible must be paid by the Contractor, consultants/engineers
- The City of Appleton, its Council members and employees must be Additional Insureds
- The policy must also cover subcontractors
- Specify if "Wrongful Delivery" is covered
- Must cover motor vehicle loading and unloading and show on Certificate of Insurance
- Certificate of Insurance must state:
 - If the policy is an Occurrence or a Claims Made Form
 - If the defense costs reduce the limit of liability
 - If the policy covers motor vehicle loading and unloading claims
 - If there is an underground storage tank or a super fund exclusion
 - If there is a Contractual Liability Exclusion
 - If Bodily Injury includes mental anguish and emotional distress

Aircraft Liability insurance with a limit of \$3,000,000 per occurrence for bodily injury and property damage including passenger liability and slung cargo if the project includes the use or operation of any aircraft or helicopter.
Unmanned Aircraft Liability insurance with a limit of \$1,000,000 per occurrence for bodily injury, property damage liability, and invasion of privacy liability if the project includes the use of or operation of any unmanned aircraft (drones).
Watercraft Liability insurance with a limit of \$1,000,000 per occurrence for bodily injury and property damage if the project includes the use of and/or operation of any watercraft
Cyber Liability and Technology Errors and Omissions Insurance • Per occurrence
Commercial Crime Policy • Per Occurrence

Last Review: 12/2021



Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:	Bond No. 66820442
That we, Egge Movers, LLC	
of Lone Rock and WESTERN SURETY COMPANY, a corpora	, State of, as Principal, tion duly licensed to do surety business in the State of
Wisconsin	, as Surety, are held and firmly bound unto the
City of Appleton	, State of Wisconsin, as Obligee, in the penal
sum of Five Thousand and 00/100	DOLLARS (\$5,000.00),
lawful money of the United States, to be paid to we bind ourselves and our legal representatives,	the Obligee, for which payment well and truly to be made, firmly by these presents.
THE CONDITION OF THE ABOVE OBLI	GATION IS SUCH, That whereas, the Principal has been
licensed House Mover	
	by the Obligee.
This bond may be terminated at any time by U.S. Mail, to the Obligee and to the Principal at of thirty-five (35) days from the mailing of said shall thereupon be relieved from any liability for date. Regardless of the number of years this against this bond, and the number of premiums liability shall not be cumulative from year to yea liability for all claims exceed the amount set for cumulative.	id, otherwise to remain in full force and effect until aless renewed by Continuation Certificate. The Surety upon sending notice in writing, by First Class the address last known to the Surety, and at the expiration notice, this bond shall ipso facto terminate and the Surety or any acts or omissions of the Principal subsequent to said bond shall continue in force, the number of claims made is which shall be payable or paid, the Surety's total limit of ar or period to period, and in no event shall the Surety's total orth above. Any revision of the bond amount shall not be
Form 532-8-2023	Principal WESTERN SURETY COMPANY By Larry Kasten, Vice President



Step 1: Select Payments

Step 2: Review and Submit

Step 3: Confirmation and Receipt

Step 3: Confirmation and Receipt

Result: Payment Authorized Confirmation Number: 144308460

Your payment has been authorized successfully and payment will be processed.

The City of Appleton thanks you for your payment. For questions about your account, please call 920-832-6474 Thank you for using our bill payment services.

Please save or print a copy of this receipt for record keeping purposes.

My Bills

Description		Amount
Street Occupancy payment of \$40.00 on PermitDescription TM		\$40.00
Customor Information	Subtotal:	\$40.00
Customer Information	Convenience Fee:	\$1.50
First Name: Kenneth	Total Payment:	\$41.50

Last Name:

Shanahan

Address Line 1: 920 N Prairie Street

Address Line 2:

City:

Lone Rock State: Wisconsin Zip Code: 53556

Phone Number: 608-606-1567

Email Address: eggemovers@bugnet.net

Payment Information

Payment Date: 10/18/2023 Check Routing Number: 075903116 Check Account Number: ******97 Account type: Checking

Print

DEPARTMENT OF COMMUNITY DEVELOPMENT

100 North Appleton Street Appleton, WI 54911 Phone (920) 832-6474 Fax (920) 832-6489

TO: Alderperson Vaya Jones

FROM: Kurt W. Craanen, Inspections Supervisor

SUBJECT: Moving Building from 225 N. Badger Ave. to 1839 W. Winnebago St.

DATE: October 13, 2023

On October 4, 2023, our office received an application for a Building Moving Permit. The Appleton Area School District proposes moving the existing 32' x 24'storage building located at 225 N. Badger Ave. to 1839 W. Winnebago St.

Section 4-408(c) specifies that the alderperson of the ward of the proposed relocation be notified.

Section 4-408(d) states that if 20% of the owners of property within one hundred (100) feet of the adjacent property protest the relocation, the permit may only be issued with a three-fourths ($\frac{3}{4}$) vote of the Common Council. The owners of the properties in this category have been sent a letter and a copy of this meeting's agenda.

The Appleton Area School District has been notified that once the building is moved to 1839 W. Winnebago St. it must pass a full inspection as if it is a new building.

This item will be on the agenda for the Municipal Services Agenda on October 23, 2023, at 4:30 pm.

c: Kara Homan

DEPARTMENT OF COMMUNITY
DEVELOPMENT
Inspection Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6411
FAX (920) 832-6464

October 11, 2023

«Owner_Name»
«Owner_Address»
«Owner_City_State_ZIP»

RE: Relocation of building at 225 N. Badger St. (31-5-1730-01), to 1839 W. Winnebago St. (31-5-1463-00)

Dear «Owner Name»:

On Monday, October 23, 2023, the Municipal Services Committee will be deliberating on an issue in your property's neighborhood. An application to move a building has been submitted to the City of Appleton Inspection Division. The Appleton Area School District is proposing to move a building currently located at 225 N. Badger Ave. to 1825 W. Winnebago St.

According to Section 4-208(d) of the Appleton City Code, a relocation shall not be made if there is a protest of the relocation by 20% of the owners within 100 feet of this property. Your property at «Property_Address» is within 100 feet from 1839 W. Winnebago St.

The Municipal Services Committee will be discussing this agenda item October 23, 2023. This meeting will be held in City Hall Council Chambers 6th Floor at 4:30pm.

If you have any questions regarding this agenda item, please contact me at (920) 832-6413.

Sincerely,

Kurt W. Craanen Inspection Supervisor

cc: Dani Block Kara Homan



City of Appleton

Inspection Division 100 N. Appleton St. Appleton WI 54911 Phone (920) 832-6411 Fax (920) 832-6464

Permit No	
Key No. 5	1463-00
Receipt # 🔀	4360a5a1
Permit Fee: _	30-00

BUILDING PERMIT

LLC Project Address 1839 Estimated Completion Date: Project Type Lot # Subdivision Comments Type of Building Why Issued Garage-Attached **New Building** Moving One Family ☐ Garage-Separate Addition Siding Two Family Remodel-Interior Fence Multi-Family Remodel-Exterior Commercial Other Deck Est. Cost \$ H1000 **Building Size Information** Set Backs Lot information Accessory Bldg O.A. Dimension Fin Bsmt ☐ Irregular Corner Front Unfin Bsmt Area 1st Floor Interior Main Bldg Garage Area 2nd Floor Type Side Yard 3rd Floor Deck/Porch Area Size Rear Yard Volume No. Stories <u>ρεα</u> KTotal Area. Height Easement on property Type of Foundation Main Bldg Setbacks Type of Construction Foundation Concrete Full Bsmt Set Back Frame Block Partial Bsmt Side Yard Masonry Pier Supports-Per Engineering Crawl Space Side Yard Steel Wood Steel Frost Wall Exterior Finish Rear Yard Posts No. Concrete Slab Telephone 40 608-538-2082 Architect/Designer The undersigned on behalf of itself, and as an authorized agent of the property owner when applicable, agrees to construct the above-described building in accordance with plans and specifications submitted herewith, and in strict compliance with all the provisions of the Building Code and Zoning Ordinance of the City of Appleton and the Building Code of the State of Wisconsin, and to grant permission for periodic reasonable dispections, including inspections by the Building Inspector and Assessor or designee thereof, as a condition of receiving this permit. Permit fees are nonrefundable. Applicant (signature) State DC# State DCQ# Approved by Permits granted by:

Board of Appeals Board of Building Inspections State Bldg Permit #_

THIS PERMIT DOES NOT COVER PLUMBING, ELECTRICAL OR HEATING INSTALLATIONS

APPLICANT SHALL CALL THE INSPECTION DIVISION FOR REQUIRED INSPECTION: 920-832-6411

Reasonable Accommodations for persons with disabilities will be made upon request and if feasible.

ArcGIS Web Map



