

CHAPTER 1

FILL PERMIT

The filling of land is regulated by the City of Mequon Code of Ordinances Sections 58-598/606, Engineering Requirements and Sections 58-671/677, Erosion and Storm Water Runoff. A filling permit shall be necessary where the amount of Fill to be deposited will exceed 250 cubic yards.

- Step 1:** Application form filled out by owner or agent. Applicant provides necessary information, plat of survey and fee.
- Step 2:** Staff conducts an on-site inspection and/or reviews storm water drainage and topographic maps and as-built record drawings for potential conflict with city utilities.
- Step 3:** Review zoning district maps and DNR Wetland Inventory Map for flood plain.
- Step 4:** Refer the request for filling to the Department of Community Development for planning commission for review and approval.
- Step 5:** Prepare/provide applicant with approval letter with applicable Conditions or denial.
- Step 6:** Issue the filling permit and laminated display card. Copy of permit to Engineering Supervisor in Building Inspection and address file.
- Step 7:** Staff conducts periodic inspections depending upon the amount of fill.