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PUBLIC WORKS/ENGINEERING

DRAINAGE INQUIRY INTAKE FORM

Name: _____ Date: _____

Address of Drainage Inquiry: _____

Mailing Address (If Different): _____

Phone: _____ Email: _____

Inquiry Location: Front Yard Driveway Culvert Ditch Road
(Check all that apply) Rear Yard Cross Road Culvert Sump Pump Other: _____

Issue: Standing Water Backup/Surcharge Property Flooding Other: _____
(Check all that apply) Wet Ditch Sinkhole Culvert Damaged
 Road Flooding Poor Ditch Flow Culvert Obstructed _____

Additional Comments: _____

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For Staff Use Only

New Inquiry
 Reoccurring - Date of Last Inquiry: _____

Formal Inquiry opened with the Engineering Division – Inquiry # _____

No Further Action

Issue Addressed

Private Property

Not Within City’s Jurisdiction – Contact _____

Other – (See Comments/Recommendations Below)

Staff Notes/Comments: _____

Staff Recommendations: _____

Signature of Authorized City of Mequon Representative

Date Inspected