

STORMWATER PERMITS

A Stormwater Permit is required for commercial, industrial, or platted subdivision development that increases impervious surfaces by more than 15,000 square feet, to ensure proper erosion control practices during construction and post construction stormwater management.

PROCESS:

1. Submit the following to Winnebago County Zoning Department:
 - a. Application (<https://www.co.winnebago.wi.us/zoning/stormwater-and-erosion-control>)
 - b. 2 copies of supporting plans and documents (must have a PE stamp)
 - c. a check to Winnebago County for the \$175 review fee (NOTE: **only the review fee** is to be submitted at this time)
2. RA Smith (a 3rd Party Professional Engineer) reviews the project and submits an escrow estimate to the owner/applicant and Winnebago County.
3. The owner/applicant pays the escrow fee to Winnebago County.
4. RA Smith performs an engineering review of the plans, coordinating with the contracted engineer/owner. Once a design is reached which meets Winnebago County's ordinance, RA Smith issues an approval letter to the owner/applicant and Winnebago County.
5. The owner records a maintenance agreement with the Register of Deeds.
 - a. [Maintenance Agreement](#)
6. A permit fee of \$250.00 is paid to Winnebago County and the permit is approved. *Note: Permit fees are doubled for projects which have started prior to permit issuance.*
 - a. depending on zoning jurisdiction, a County Zoning permit or Town Zoning permit is required for all structures
 - b. it is the owner/applicant's responsibility to obtain all other applicable county, town or DNR permits
7. The stormwater plan is installed.
8. Two copies of a PE stamped "as-built" survey are submitted to the County after RA Smith completes the final inspection of the property.
9. RA Smith reviews the "as-built" survey and if it meets Winnebago County design requirements an approval letter is issued.
10. After Winnebago County has received the invoice for the final RA Smith inspection, the remaining escrow is returned to the original payee and the permit closed out.

