

May 29, 2024

Town of Clayton  
Board of Supervisors  
C/O Kelly Wisnefski – Administrator  
8348 Hickory Ave  
Larsen, WI 54947

Re: Building Permit for House to be moved into the Town

Dear Sirs,

Thank you for your time in considering my request to move a house into the Town of Clayton. The house currently sits just east of the Grange Building on County Road BB in Outagamie County on property owned by the Appleton Airport. I am proposing to move the home to Parcel Number 00606 which as I understand does not have an address yet associated with it but is just south of 9618 Lind Lane.

In July of 2023 I approached the Town about the possibility of moving a house, specifically what I needed to do from the Towns perspective to allow for the move. Since then I have been working diligently to accomplish the task. Recently I was made aware of additional requirements for the move. I am attempting to meet all of those requirements in a timely manner.

From what I understand two of the additional requirements are for a sanitary permit and system to be applied for an installed, and for a foundation to be installed, prior to the building move. I believe I will be able to get the foundation in prior to the move, but I doubt the sanitary system will be able to be put in for a couple of reasons. 1<sup>st</sup>. the load of the home will likely need to travel over portions of the sanitary system and damage may occur that is avoidable if the system can be installed after the home is placed on the foundation. 2<sup>nd</sup>, the timing of the move is difficult due to the number of parties that have to coordinate, from the home mover, to utility companies, the State, Winnebago County Highways, etc. Due the late notice of the additional requirements, not knowing that the sanitary system had to be installed prior to the move being allowed, it will be very difficult to have the system installed prior to the move. I am respectfully asking that the Town consider a variance to allow for the home to be moved prior to the installation of the sanitary system. I am happy to provide proof of application for the Sanity Permit, as well as a contract in place with Earthworks to install the Sanitary System as soon as reasonably possible after the home is moved onto the foundation and prior to October 31, 2024.

For reference, I was hoping to have the house moved on June 4, 2024 but during the week of May 20<sup>th</sup>, 2024 these new requirements were brought to my attention causing us to hit the pause button to work out some more logistics. Through this process the new schedule is tentatively targeting for the move to take place the end of June or early July, the sooner

the better. The excavation is scheduled for June 12<sup>th</sup> with the foundation following shortly thereafter. Of course it goes without saying that all known required permits will have been properly applied for and received prior to any permitted work being performed.

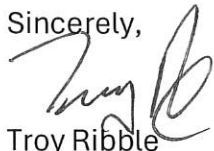
For reference, the building inspector has been through the house and all indications I've received on that front are that it is an approved structure and acceptable to be moved. I received the go ahead from the current owner of the lot today which allows me to make this application, finally. (I had been previously led to believe I would have received it several weeks ago but for various reasons out of my control, that did not happen.) I understand an Irrevocable Letter of Credit would be required in lieu of the sanitary system being installed and have inquired about obtaining one. To date the Town has not responded to my inquiry as to Wolf River Community Bank being an "Approved Lender" but that is a mute point as I have been unable to get approval for an irrevocable letter of credit from any institution. So far I have not found a bank willing to get involved with a house move. (Another reason the variance would be very helpful.)

This letter is submitted with the Building Permit requested by the Building Inspector.

In closing I respectfully request that the Board of Supervisors consider this request during the board meeting scheduled for June 5<sup>th</sup>.

Thank you everyone for your time, consideration, and assistance in moving this project forward.

Sincerely,



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cc Town Administrator  
Building Inspector  
Planning Commission Chair  
Attorney Steve Frassetto