

SUBCHAPTER B - MANAGEMENT

PART 510 - PLANNING

WI 510.03(b)

WI 510.01 Planning Studies

(a) The State Conservation Engineer is to be consulted on all Class VI and VII jobs and group jobs Class V or above to determine if a planning study will be required. A planning study should be considered for projects below these job classes that are controversial in nature, complex due to the size of the project, or will require substantial staff time to complete. The individual with design approval for the project will determine if a planning study will be prepared.

WI 510.03 Engineering Data in Planning Reports

(a) The results of a planning study shall be included in a report containing the following information as a minimum:

- (1) Name or names of landowners and decision makers involved.
- (2) Objective(s) of the landowners or sponsors.
- (3) Alternatives and general feasibility of each alternative.
- (4) Estimated construction cost of each alternative.
- (5) Easements and permits required.
- (6) Sequence of construction (if applicable).
- (7) Amount and source of technical assistance required for design and installation.
- (8) Requirements for operation and maintenance.
- (9) Financial responsibility for the construction of the project.

(b) The front page of all planning study reports shall include the wording, "Preliminary, Not for Final Design or Construction." In addition, the reports are to contain wording similar to the following paragraph:

"The purpose of this report is to provide data regarding feasible alternatives and cost estimates for obtaining the desired objectives. It is not intended that the enclosed data, sketches, or drawings are sufficient for use as final drawings or to be used for construction."

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PART 510 - PLANNING

WI 510.03(c)

(c) All planning studies for Class VI and VII jobs shall be submitted to the state conservation engineer (SCE) for approval prior to presenting the data to the landowner(s) and/or sponsor(s) and prior to final design. This requirement may be waived for a specific project with prior concurrence of the SCE.

After approval of the planning study by the SCE and the landowner(s) concur in the report, the final design phase may begin. (See NEM 511.)

(d) Class VI and VII planning studies shall contain the signatures of:

- (1) The field engineer that reviewed or prepared the study.
- (2) The field office staff responsible for obligation of the staff time required to complete the project.
- (3) The state conservation engineer (or field engineer with Class VI delegated authority).
- (4) The state conservationist.

(e) Other planning studies will be approved by an individual with the appropriate level of engineering design approval authority. Concurrence is to be obtained from field staff responsible for obligation of the staff time required to complete the project.