

New Residential Homes Building Permit Application Checklist

The following items should be turned in to the Clerk-Treasurer's office to begin the review process for issuing a new home building permit. Any questions, please contact the Building Inspector at 565-3051.

_____ Wisconsin Uniform Building Permit application (signed and top half completed). Forms are available on our website, from the Building Inspector or the Clerk-Treasurer's office.

_____ Four (4) sets of building plans.

_____ Two (2) copies of certified survey map showing house location and setbacks.

_____ Two (2) copies of energy worksheet.

_____ Two (2) copies of State erosion control form.

_____ Applicable Fees (paid at time of application or when permit is picked up – no permit will be issued until all fees are paid).

_____ Building Permit fees (verified with the Building Inspector).

_____ Sewer Impact Fee - \$1500.00 per dwelling unit, i.e. \$3000 for a duplex (for all new residential homes).

_____ Greenspace Dedication Fee - \$850 per lot (applicable to Eastern Pines Subdivision and 1st Addition Pigeon River Meadows Subdivision).

***PROJECT MAY NOT BEGIN UNTIL PLANS
APPROVED BY BUILDING INSPECTOR***