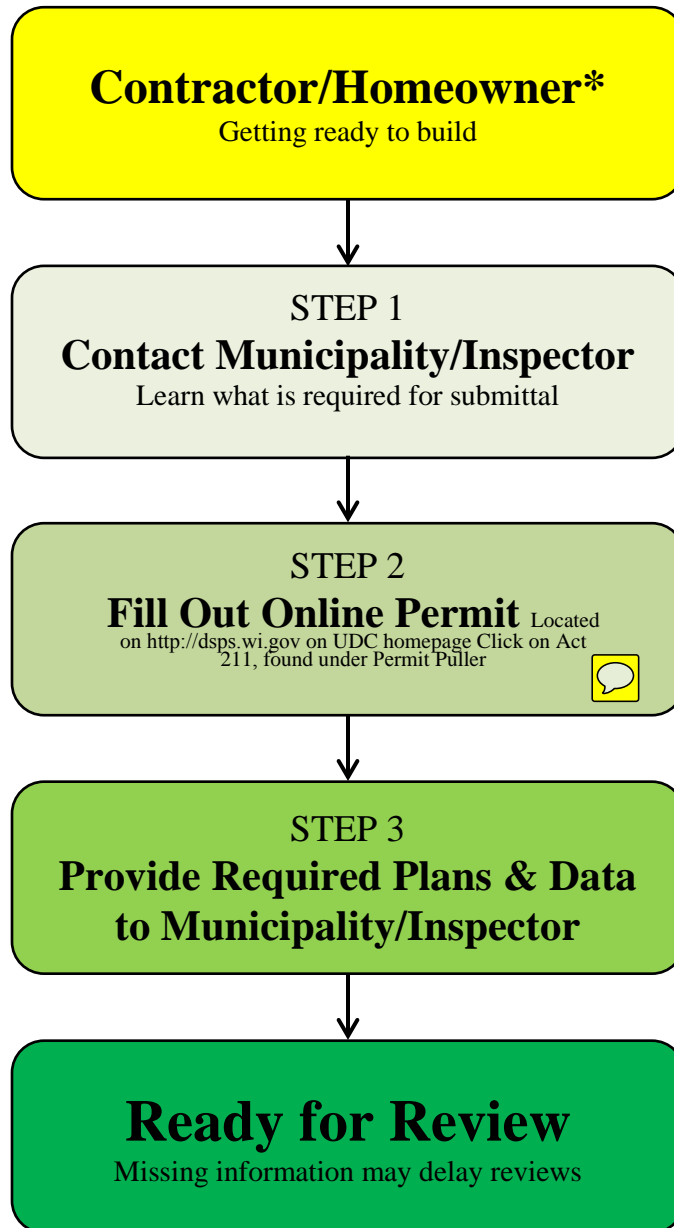


Electronic Building Permit



*Only homeowners who will be residing (living) in the dwelling may take out a building permit for new one and two family dwellings. Contractor must have valid DC (dwelling contractor) and DCQ (dwelling contractor qualifier) licenses.
Per SPS 320.09(9)(a)2.

Wisconsin uniform building permits can only be issued if:

- All of the requirements for filing are done
- The plans have been conditionally approved
- Fees are paid

Per SPS 320.09(9)(a)1.

SITE PLAN REVIEW CHECKLIST

Tell us who is going to be responsible for this project and what their role is, such as Owner, Architect, Builder. This should be a person who can be contacted at any stage of the project and has authority to make corrections if necessary. We need a name and phone number on the plan.

A statement should be provide describing in detail, the character and intended use of the proposed site. The plans may act as the statement if sufficient detail is provided.

The drawing shall contain clear information as to where the site is and what exist around it. The following items are recommended.

- a. Vicinity map (show at least two intersecting streets.)
- b. North arrow, map scale, date
- c. Property boundaries existing and proposed
- d. Parcel tax ID
- e. Present zoning / Land Use
- f. Proposed Zoning / Land Use if different
- g. Setback lines for buildings and parking
- h. Existing and proposed easements or right-of-property use
- i. Existing features (dashed lines)
- j. All proposed features (solid lines)
- k. Curblines, edge of pavement
- l. Location and size of utility connections

We want to know how the building is going to look. Please provide:

- a. Floor Plans
- b. Elevations

The grading and drainage plan. Sites that disturb more than one-acre must with all the requirements of WI DNR

Sites that disturb less than one-acre may still need to comply with

§22.20. The computations and design details shall be submitted to the Building Inspector and or Municipal Engineer. Typical information is as follows:

- a. existing contours
- b. proposed contours
- c. Runoff computations *
- d. Pipe sizing computations *
- e. Drainage area map showing divides and flow paths, ex.
- f. Sediment and erosion control




*Some sites may be exempt from providing certain calculations

There are other consideration as well, such as existing easements or right-of-way agreements should be noted.

SAMPLE

Lots 5 & 6
Swan Ridge
City of Waupaca
Waupaca County, WI

LEGEND

- 000.0 Garage Floor =
Grade at Foundation
- $\times 000.00$ Proposed Grade
- LEW Lower Exposed Windows
- \rightarrow Direction of Drainage
-  BMP's for Erosion Control
- Lot Corner
-  Proposed Tracking Pad
-  Proposed Inlet Protection

Notes:

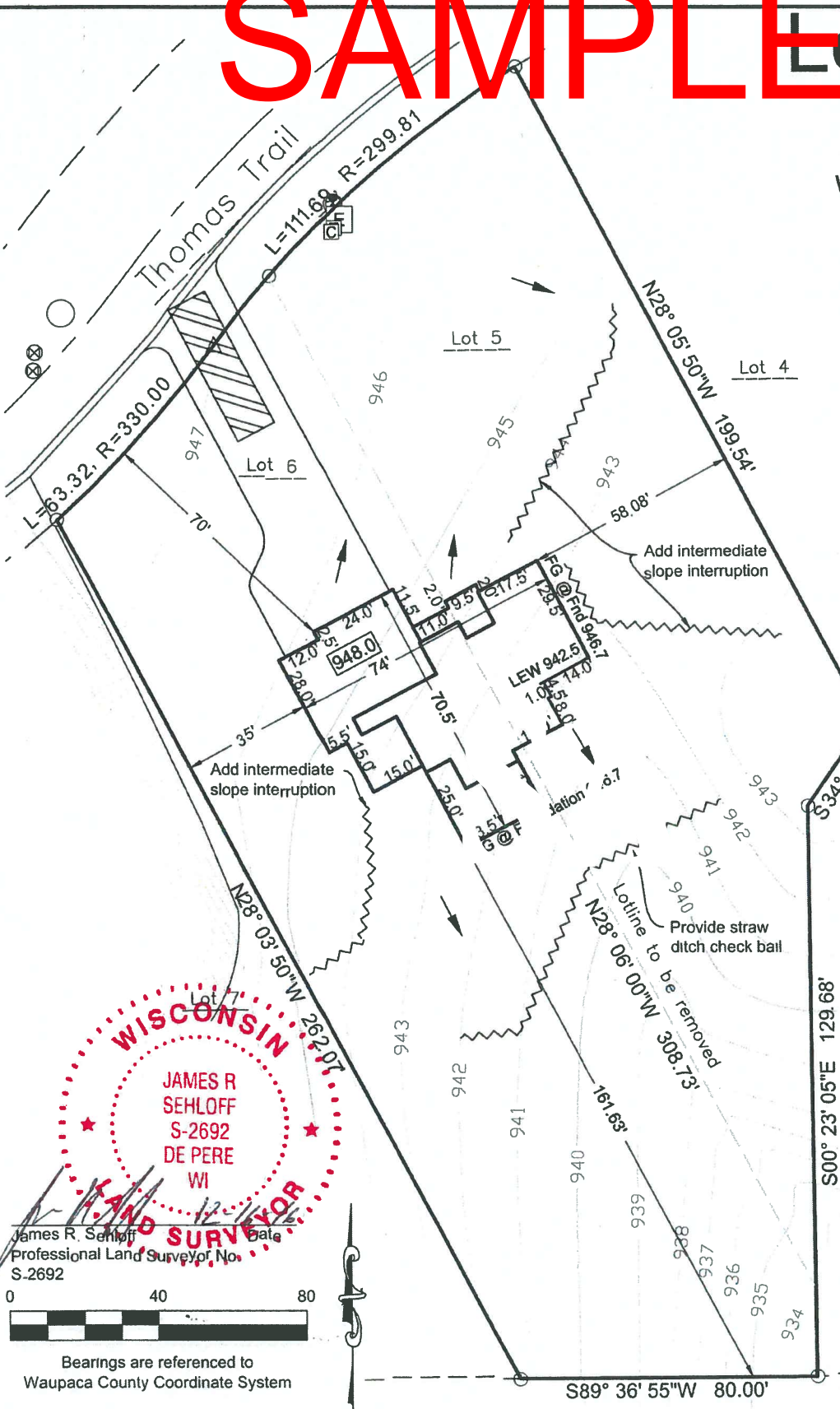
A temporary site benchmark will be placed on site by a Certified Surveyor or Licensed Engineer hired by the property owner/builder for the purpose of establishing the correct foundation elevation.

The shown location of Best Management Practice (BMP) for erosion control based upon final drainage pattern. Additional BMPs shall be placed where necessary during construction, dependent on existing site conditions.

Dimensions are to the exterior foundation wall, not including the brick ledge.

Setback Requirements

Front: 25'
Rear: 30'
Sides: 8'(1 side), 18'(total)



WISCONSIN
JAMES R SEHLOFF
S-2692
DE PERE
WI
LAND SURVEYOR

James R. Sehloff
Professional Land Surveyor No.
S-2692




Bearings are referenced to
Waupaca County Coordinate System



**Davel Engineering &
Environmental, Inc.**
Civil Engineers and
Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

Site Plan For:
Cypress Homes
1230 W. College Avenue
Suite D
Appleton, WI 54914

File: 4883lot.dwg
Date: 12/16/2016
Drafted By: katie
Sheet: Lot Map

		Wisconsin Uniform Building Permit Application				Application #			
		Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s.15.04 (1)(m))]				Ptlqgevf guetkr vqpp			
PERMIT REQUESTED		Constr. HVAC Electric Plumbing Erosion Control Other:							
Owner's Name		Mailing Address		City, State, Zip					
Contractor Name & Type		Cert#	Exp Date	Mailing Address		Tel # & Email			
Dwelling Contractor (Constr)									
Dwelling Contractor Qualifier			The Dwelling Contractor Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contractor						
HVAC Contractor									
Electrical Contractor									
Master Electrician									
Plumbing Contractor									
PROJECT LOCATION	Lot area	One acre or more of soil will be disturbed		Rctegri% C		___ 1/4, ___ 1/4, of Section ___, T ___ N, R ___ E/W			
Building Address		County		Subdivision Name		Lot #	Block #		
Zoning District(s)		Zoning Permit#		Setbacks	Front	Rear	Left Right		
1. PROJECT		3. OCCUPANCY		6. ELECTRIC	9. HVAC EQUIP			12. ENERGY SOURCE	
New F gem Alteration Raze Addition Move Other		Single Family Two Family Garage Other:		Entrance Panel Amps: Underground Overhead	Furnace Radiant Heat Pump Boiler Central AC Fireplace Other			Fuel Nat Gas LP Oil Elect Solid Solar Geo	
2. AREA INVOLVED (sq ft)				7. WALLS				13. HEAT LOSS	
	Unit 1	Unit 2	Total	4. CONST. TYPE	Wood Frame	BTU/Hr Total Calculated ?			
				Site-Built	Steel	Envelope and Infiltration Losses (available from "Building Heating Load" on Rescheck report)			
				Mfg. per WI UDC	ICF				
				Mfg. per US HUD	Timber/Pole				
				5. STORIES	Other:				
				1-Story	11. WATER				
				2-Story	Municipal				
				Other:	On-Site Well				
				Plus Basement					
					8. USE	Seasonal	Permanent	Other:	

I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work whis is being done.

I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the reverse side of the last ply of this form.

APPLICANT (Print) _____ **Sign:** _____ **Date** _____

APPROVAL CONDITIONS		This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. See attached for conditions of approval.	
FEES:		ISSUING JURISDICTION	Municipality # of Dwelling Location
		PERMIT(S) ISSUED	WIS PERMIT SEAL #
		Zoning Construction Electric Plumbing HVAC Erosion Control	PERMIT ISSUED BY: Name _____ Date _____ Tel # _____ Cert No. _____ Email: _____ Zoning _____

INSTRUCTIONS

The owner, builder or agents shall complete the application form down through the Signature of Applicant block and submit it and building plans and specifications to the enforcing jurisdiction, which is usually your municipality or county. Permit application data is used for statewide statistical gathering on new one- and two-family dwellings, as well as for local code administration. **Please type or use ink and press firmly with multi-ply form.**

PERMIT REQUESTED

- Check off type of Permit Requested, such as structural, HVAC, Electrical or Plumbing.
- Fill in owner's current Mailing Address and Telephone Number.
- If the project will disturb one acre or more of soil, the project is subject to the additional erosion control and stormwater provisions of ch. NR 151 of the WI Administrative Code. Checking this box will satisfy the related notification requirements of ch. NR 216.
- Fill in Contractor and Contractor Qualifier Information. Per s. 101.654 (1) WI Stats., an individual taking out an erosion control or construction permit shall enter his or her dwelling contractor certificate number, and name and certificate number of the dwelling contractor qualifier employed by the contractor, unless they reside or will reside in the dwelling. Per s. 101.63 (7) Wis. Stats., the master plumber name and license number must be entered before issuing a plumbing permit.

PROJECT LOCATION

- Fill in Building Address (number and street or sufficient information so that the building inspector can locate the site).
- Local zoning, land use and flood plain requirements must be satisfied before a building permit can be issued. County approval may be necessary.
- Fill in Zoning District, lot area and required building setbacks.

PROJECT DATA - Fill in all numbered project data blocks (1-14) with the required information. All data blocks must be filled in, including the following:

2. Area (involved in project):
 - Basements - include unfinished area only
 - Living area - include any finished area including finished areas in basements
 - Two-family dwellings - include separate and total combined areas
3. Occupancy - Check only "Single-Family" or "Two-Family" if that is what is being worked on. In other words, do not check either of these two blocks if only a new detached garage is being built, even if it serves a one or two family dwelling. Instead, check "Garage" and number of stalls. If the project is a community based residential facility serving 3 to 8 residents, it is considered a single-family dwelling.
9. HVAC Equipment - Check only the major source of heat, plus central air conditioning if present. Only check "Radiant Baseboard" if there is no central source of heat.
10. Sewage - Indicate if the dwelling will be served by municipal sewer or privately owned treatment system. If a private system is used, include the Sanitary Permit number. Note: A building permit cannot be issued for a new dwelling that utilizes a privately owned wastewater treatment system until a sanitary permit has been issued. This applies to any new or existing private onsite wastewater treatment system that will be used by the dwelling.
13. Heat Loss – Provide heat loss summation data (BTUs/HR) derived from the ResCheck report or the "Heating System Sizing Summary Calculator" available on the Division's website: <http://dsps.wi.gov/Programs/Industry-Services/Industry-Services-Programs/One-and-Two-Family-UDC>.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

SIGNATURE – The owner or the contractor's authorized agent shall sign and date this application form. If you do not possess the Dwelling Contractor certification, then you will need to check the owner-occupancy statement for any erosion control or construction permits.

CONDITIONS OF APPROVAL - The authority having jurisdiction uses this section to state any conditions that must be complied with pursuant to issuing the building permit.

ISSUING JURISDICTION: This must be completed by the authority having jurisdiction.

- Check off Jurisdiction Status, such as town, village, city, county or state and fill in Municipality Name
- Fill in State Inspection Agency number only if working under state inspection jurisdiction.
- Fill in Municipality Number of Dwelling Location
- Check off type of Permit Issued, such as construction, HVAC, electrical or plumbing.
- Fill in Wisconsin Uniform Permit Seal Number, if project is a new one- or two-family dwelling.
- Fill in Name and Inspector Certification Number of person reviewing building plans and date building permit issued.

(Part of Ply 4 for Applicants)

Cautionary Statement to Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Cautionary Statement to Contractors for Projects Involving Building Built Before 1978

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: _____ Date: _____

Contractor Credential Requirements

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Safety and Buildings. Contractors are also required to only subcontract with contractors that hold the appropriate contractor credentials.

INSTRUCTIONS

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