

# CONSTRUCTION PERMIT APPLICATION

Permit Request:  Remodeling  Windows  Doors  Roofing  Siding  Plumbing/HVAC  
 New Construction  Deck  Fence  Flat Work  Demolition  Electrical

**Complete the following with name, address, (house # and mailing address) & telephone**

Owner \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Construction Contractor \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ License # \_\_\_\_\_  
 Excavation Contractor \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address \_\_\_\_\_ License # \_\_\_\_\_

Owner is ultimately responsible for all code compliance related to the work for which this permit is issued.

**PROJECT INFORMATION**

Site Address \_\_\_\_\_ Pin # \_\_\_\_\_  
 RE Tax ID # \_\_\_\_\_ Zoning District \_\_\_\_\_ Lot Area \_\_\_\_\_

Description of work \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Estimated Project Cost \_\_\_\_\_

<p><b>NEW CONSTRUCTION</b></p> <p>Building Height _____</p> <p><input type="checkbox"/> 1-story    <input type="checkbox"/> Other _____  <input type="checkbox"/> 2-story    <input type="checkbox"/> Basement</p>	<p><b>Area Involved</b></p> <p>Basement _____ sq ft          Living Area _____ sq ft          Garage _____ sq ft  <b>Total</b> _____ sq ft</p>	<p><b>Water &amp; Sewer:</b></p> <p>Water <input type="checkbox"/> Municipal or <input type="checkbox"/> Private Well          Sewer <input type="checkbox"/> Municipal or <input type="checkbox"/> Septic          Permit Numbers _____</p>
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*Additional permits that may **not be** covered by this application: Driveways; Sewer; Water.*

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**CONDITIONS OF APPROVAL** This permit is issued pursuant to the following conditions. Failure to comply with these conditions may result in suspension or revocation of this permit or other penalty.

See Attached Condition Letter

<b>NOTES</b>	<b><u>FEES (per Title 15 Municipal Code)</u></b>		<b>PERMIT ISSUED BY:</b> _____
	<input type="checkbox"/> Remodeling <input type="checkbox"/> New Construction <input type="checkbox"/> Fence <input type="checkbox"/> Flat Work <input type="checkbox"/> Siding <input type="checkbox"/> Roofing <input type="checkbox"/> Driveway	<input type="checkbox"/> Demolition <input type="checkbox"/> Deck <input type="checkbox"/> Shelter <input type="checkbox"/> _____ <input type="checkbox"/> Early Start  TOTAL _____	DATE ISSUED _____  <b>PERMIT NO.</b> _____

## CAUTIONARY STATEMENT TO OWNERS OBTAINING CONSTRUCTION PERMITS

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a construction 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 of 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 the 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.

### Permit Application Checklist

**Incomplete applications can cause unnecessary delays – please fill out the application complete!**

**Please Remember to Include:**

**Name, mailing address, and phone number.**

- **The physical address of site where work is being done.**
- **The name of the contractor, their State of WI license number, address and phone number.**
- **Complete description of work being done (attach extra sheets if necessary).**

**For Remodeling Projects:**

- **Building Plans (blueprint or design plan).**

**For Accessory Structures, Building Additions, and other New Construction including deck, fence, garage, shed, etc., include:**

- **Building Plan (blueprint or design plan)**
- **Plot (site) Plan – this MUST include:**
  - **Distance to lot boundaries, streets, alleys, etc.**
  - **Any easements that may be on the property**
  - **Position of addition or new structure on property.**
  - **Size and dimensions of new structure.**

**Questions Contact: Gayla Salmi, Deputy Zoning Administrator/Code Enforcer  
(715) 373-6171 or dpw@cityofwashburn.org**