

## **General building permit requirements Accessory Structures**

The following items are required to obtain a General Building Permit for an accessory structure:

1. Any required county permits
2. Any required town or village permits
3. A completed General Building Permit Application (on-line permit instructions).  
(on-line application: [https://gec.soliant.cloud/fmi/webd/GEC\\_BuildingPermitApplication](https://gec.soliant.cloud/fmi/webd/GEC_BuildingPermitApplication))
4. Building plans which include:
  1. Building dimensions
  2. Wall cross section
  3. Building Elevations
5. A site plan showing:
  1. Lot lines
  2. Location of proposed structure
  3. Location of all structures on the subject property
  4. Location of well and septic or sewer/water laterals as applicable
6. Erosion control plan. (May be shown on the site plan.)
7. Builders/Contractors applying for a building permit must supply their **Dwelling Contractor Credential** number with expiration date and their **Dwelling Contractor Qualifier Credential** number with expiration date.
8. Homeowners applying for a building permit must sign the **Cautionary Statement to Owners** in accordance with s 101.65 (1r), Stats.

### **IMPORTANT NOTICE**

**The work you are doing under this permit must be inspected!**

Inspections for the following must be made prior to proceeding to the next phase:

1. Footings/slab (forms in place, **prior** to pouring concrete).
2. Rough construction if walls will be closed (work completed **prior** to insulation).
3. Final Inspection.
4. Any other inspections needed based on project.

**Any questions or to schedule an inspection, please call or text Rodney at (608)617-9253 or Email to [rschoepke@generalengineering.net](mailto:rschoepke@generalengineering.net)**

<b>FOR INSPECTIONS CALL:</b> _____		<b>GENERAL BUILDING PERMIT APPLICATION</b> GENERAL ENGINEERING COMPANY OFFICE: (608) 745-4070 FAX: (608) 745-5763				<b>PERMIT #</b> _____			
						<b>EXPIRATION DATE:</b> _____			
<b>Parcel Number:</b> _____		<b>Property is Located in</b> <input type="checkbox"/> Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of _____				<b>Municipality Number</b> _____			
<b>PROJECT DESCRIPTION (Submit Building Plans &amp; Site Plan)</b>						<b>Does this project require any additional approvals or permits?</b> <input type="checkbox"/> yes <input type="checkbox"/> no			
<b>Building Project Address:</b> _____						<b>Finished Project Value</b> \$ _____			
<b>Zoning District(s):</b> _____		<b>Zoning Permit No.:</b> _____	<b>Corner Lot</b> <input type="checkbox"/> yes <input type="checkbox"/> no	<b>Bldg. Height</b> Ft. _____	<b>Setbacks:</b> _____	<b>Front</b> _____	<b>Rear</b> _____	<b>Left</b> _____	<b>Right</b> _____
<b>Owner's Name(s)</b> _____			<b>Mailing Address</b> _____			<b>Telephone</b> _____			
						<b>Email</b> _____			
<b>Contractor Name &amp; Type</b> _____			<b>Licen. / Cert #</b> _____	<b>Exp. Date</b> _____	<b>Mailing Address</b> _____		<b>Telephone &amp; Email</b> _____		
<b>Construction Contractor</b>							<b>Tel.</b> _____		
<b>Dwelling Contractor Qualifier</b>					The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.		<b>Email</b> _____		
<b>HVAC Contractor</b>							<b>Tel.</b> _____		
							<b>Email</b> _____		
<b>Electrical Contractor</b>							<b>Tel.</b> _____		
							<b>Email</b> _____		
<b>Master Electrician</b>							<b>Tel.</b> _____		
							<b>Email</b> _____		
<b>Plumbing Contractor</b>							<b>Tel.</b> _____		
							<b>Email</b> _____		
<b>RESIDENTIAL</b> Single Family/Duplex	<b>Addition:</b> <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft. <input type="checkbox"/> Erosion Control								
	<b>Detached Accessory Building:</b> <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft.								
	<b>Remodel:</b> <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft.								
	<b>Other:</b> <input type="checkbox"/> Fence <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction _____ sq. ft. <input type="checkbox"/> Erosion Control <input type="checkbox"/> Electrical Service Upgrade (Amp____) <input type="checkbox"/> Removal of Structure (Raze) <input type="checkbox"/> _____								
<b>COMMERCIAL</b>	<b>New Commercial Building:</b> _____ Bldg. Sq. Ft. <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction <input type="checkbox"/> Erosion Control								
	<b>Commercial Addition/Alteration:</b> _____ Building Sq. Ft. <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> HVAC <input type="checkbox"/> Construction <input type="checkbox"/> Erosion Control <input type="checkbox"/> Electrical Service (Amp____) <input type="checkbox"/> Fence <input type="checkbox"/> Sign <input type="checkbox"/> Removal of Structure (Raze)								
	<b>State of Wisconsin Plan Approval Needed:</b> <input type="checkbox"/> yes <input type="checkbox"/> no (Approved plans must be submitted with permit application)								
<b>Zoning – When applicable, owner shall research setback information regarding height, lot coverage, etc. prior to submittal of this application.</b>									
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 or municipality; and certify that all 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 the last ply of this application. 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 which is being done. <b>It is the Owner/Contractors Responsibility to Call in ALL INSPECTIONS to the Inspector.</b>									
<b>APPLICANT'S SIGNATURE</b> _____						<b>DATE SIGNED</b> _____			
<b>APPROVAL CONDITIONS</b> This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval.									
<b>BELOW SECTION FOR OFFICE USE ONLY</b>									
<b>FEES:</b>		<b>PERMIT(S) ISSUED</b>				<b>PERMIT ISSUED BY:</b>			
Construction \$ _____		<input type="checkbox"/> Construction				Name _____			
Plumbing \$ _____		<input type="checkbox"/> HVAC				Date _____ Telephone _____			
Electrical \$ _____		<input type="checkbox"/> Electrical				Cert No. _____ Census Code _____			
HVAC \$ _____		<input type="checkbox"/> Plumbing							
Zoning \$ _____		<input type="checkbox"/> Erosion Control							
Other _____ \$ _____		<input type="checkbox"/> Other _____							
Administrative \$ _____									
Total Permit Fee \$ _____									

### **Cautionary Statement to Owners Obtaining Building Permits**

101.65(1r) 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 s. 101.654(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.

***I vouch that I am or will be 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 above.***

### **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 may incur. 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.

### **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 DHS Ch. 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.

### **Contractor Credential Requirements**

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

***By signing this document, owner confirms that he/she has read and understands all of the above stated information.***

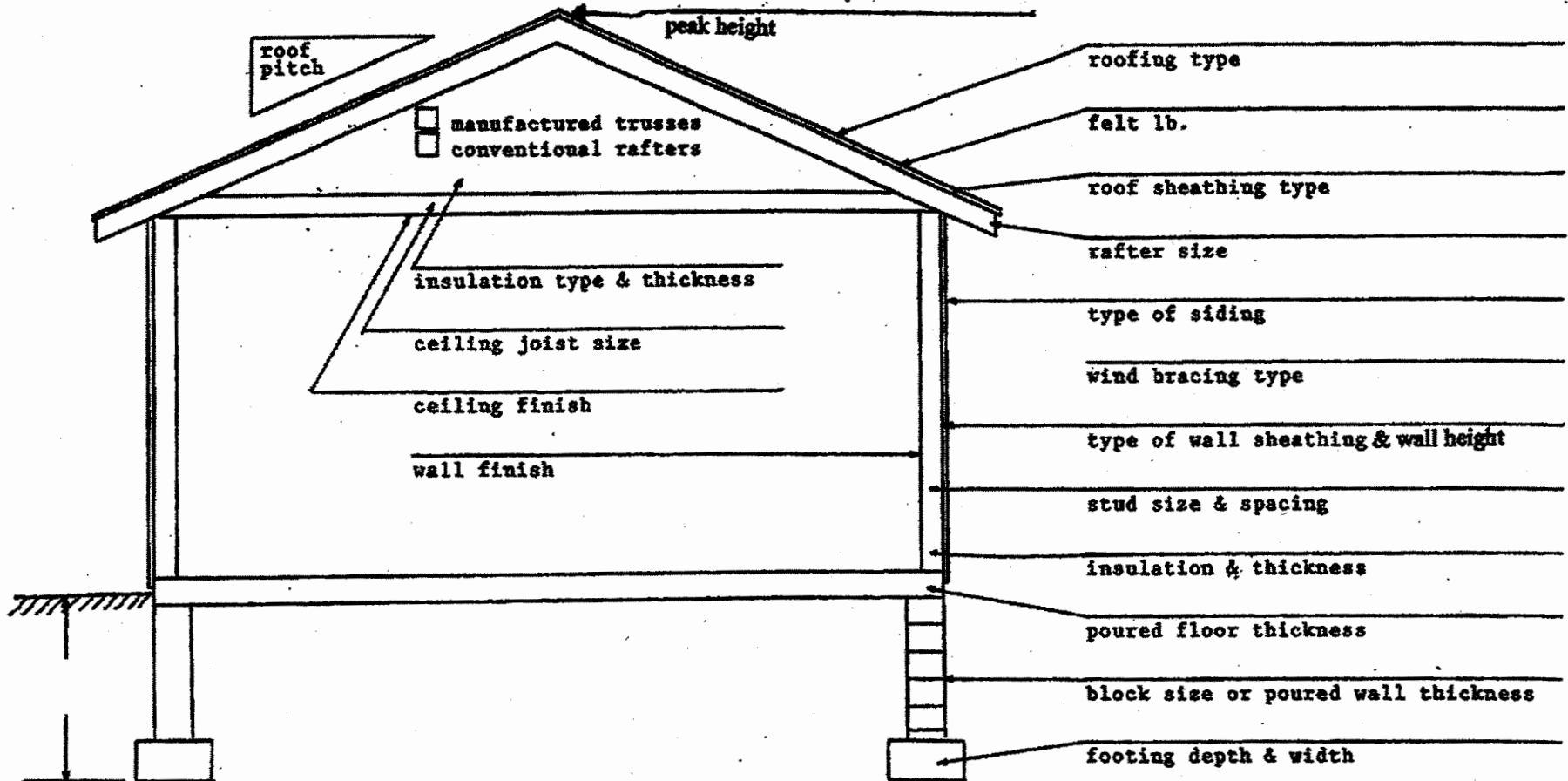
**Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Garage Size \_\_\_\_\_

## Garage Cross Section

owner or agent signature \_\_\_\_\_

inspector signature \_\_\_\_\_



Garage Door(s):

Door width \_\_\_\_\_

Located in  gable end  side wall

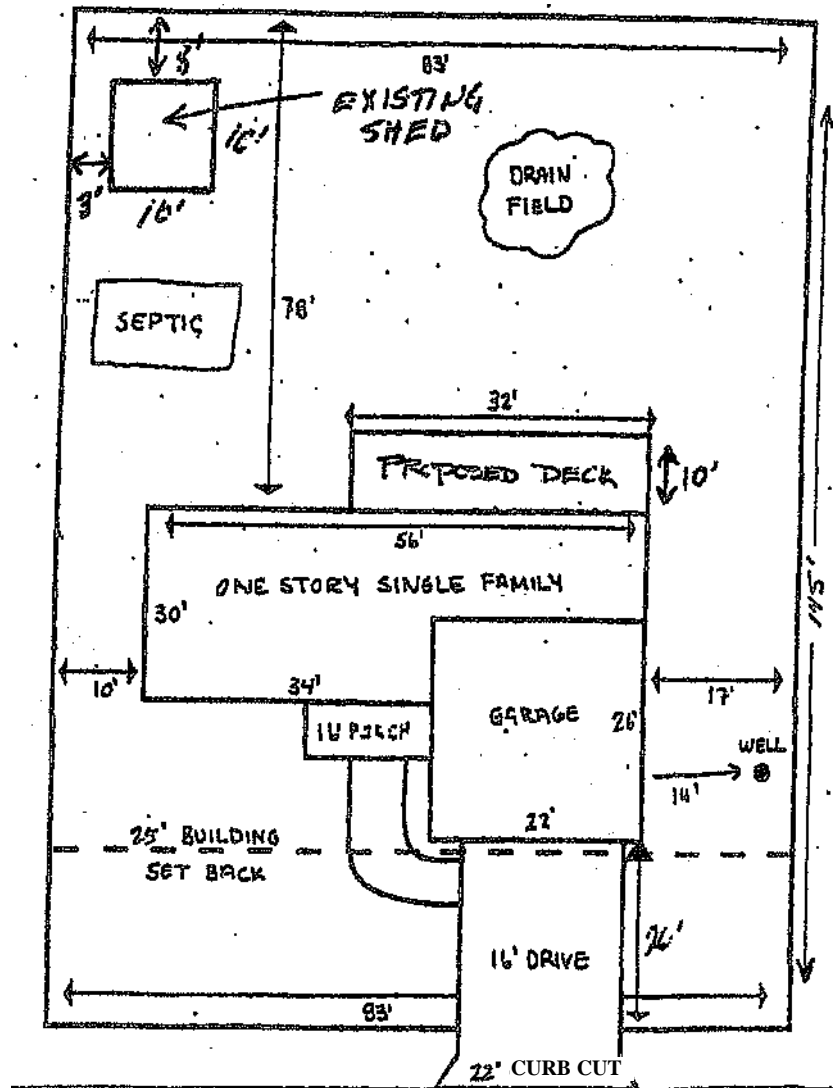
Header type & size \_\_\_\_\_

# SAMPLE PLOT PLAN

Most work that requires permits also requires a plot plan. A plot plan is a scaled drawing of the construction site. Projects requiring a plot plan include new buildings, additions, major remodeling projects, decks, hot tubs, pools, fences, signs, etc.

This sample plot plan is provided to you to ensure that we receive the required information in order to process your application efficiently. Information required on plot plans includes:

- Location of proposed structure
- Location of all buildings on the property
- Wells
- Disposal systems
- Distance of all of the above from property lines
- Erosion control procedures when required
- Arrows indicating slopes and direction of drainage.
- For new dwellings elevations are required per ordinance



123 E Elm St

SCALE: 1" = 20'