TOWN OF WATERFORD BUILDING PERMIT CHECK LIST

LEE GREIVELL, BUILDING INSPECTOR

HOURS: MONDAY AND WEDNESDAY- 8:00 AM - 10:00 AM PHONE: 262-534-9236

NEW HOME

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF WORKING PLANS (MUST SHOW ALL SPECIFICATIONS)
_____ 2 SURVEYS
_____ 1 SET OF HEAT CALCULATIONS (CAN BE OBTAINED BY HEATING CONTRACTOR)
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ RECEIPT FROM SANITARY DISTRICT SHOWING SEWER HOOKUP FEE PAYMENT (IF REQUIRED) **(262) 534-4646**
_____ $1500 DITCH/CULVERT (ROAD) BOND
_____ $500 OCCUPANCY BOND
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

DECK

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF WORKING PLANS (MUST SHOW ALL SPECIFICATIONS)
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

ADDITIONS

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

GARAGE

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

REMODEL

_____ 3 SETS OF PLANS **(PLANS MUST SHOW BEFORE *AND* AFTER)**
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

TURN OVER!

POOLS

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF PLANS OR 3 COPIES OF BROCHURES FROM COMPANY
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

ACCESSORY BUILDINGS

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF PLANS INCLUDING TRUSS CALCULATIONS SHOWING 30lbs. LIVE LOAD MINIMUM- ***NO EXCEPTIONS!!***
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

SHEDS (UP TO 180 SQ. FT.)

_____ 2 COPIES OF RACINE CO. ZONING PERMIT **(NOT ORANGE PLACARD!) (262-886-8440)**
_____ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
_____ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
_____ BUILDING PERMIT CHECK LIST (THIS FORM)

At his discretion, the Building Inspector may require additional documentation, plans and engineering approvals prior to issuing a permit.

If, for any reason, the Town Engineer is either called upon or is requested to review and/or approve plans, either by the Town Building Inspector or the property owner/applicant/agent, the property owner will be responsible for reimbursing the Town for the amount invoiced for the project. Upon receipt of the invoice from the contracting engineering firm, The Town Clerk will provide the property owner with said invoice.

The applicant certifies that he/she understands that additional plans and fees may be required.

_____ _____
SIGNATURE OF APPLICANT **DATE**

******NOTES******

NO COPIES WILL BE MADE

NO PERMITS WILL BE ISSUED IF THERE ARE MISSING ITEMS- PLEASE NO EXCEPTIONS

BUILDING PERMIT COSTS WILL BE CALCULATED ONCE ALL REQUIRED ITEMS ARE TURNED INTO THE BUILDING INSPECTOR AND HE HAS HAD TIME TO REVIEW.

TURN OVER!