

CONTRACTOR TO SUBMIT:

1. Complete an online permit application and include all sub contractor information

- Online at <https://verification.dsps.wi.gov/buildingpermit/application/Directions.aspx>
Completely fill out the building permit application on the State Of WI website.

2. Contact the Inspection Department to schedule an appointment

- Call Angie 715-426-3427 or Dave 715-426-3426 once the application is filled out and submitted online.

3. Bring the following to your permit appointment

- 2 sets of plans including wall bracing for each level, dimensions for doors, windows, rooms, structural (blue print size)
- Engineering calcs for headers, posts, beams and trusses (floor & roof)
- Plot/site/erosion plan designating grading contours, elevations, building type & easements
- Water/sewer Laterals request form
- Payment of permit and impact fees
- Energy calc—Rescheck IECC WI version and Old WI version to size furnace

State codes and updates are available here:

<http://dsps.wi.gov/Programs/Industry-Services/Industry-Services-Programs/>

If you have questions regarding this process please contact:

Angie at 715-426-3427 or Dave at 715-426-3426

