



WISCONSIN UNIFORM BUILDING PERMIT APPLICATION

Application No. _____

Constr.
 HVAC
 Electr.
 Plumbing
 Erosion Control
 Other: _____

Owner's Name _____		City/County _____	
Contractor Name & Type _____		Lic/Cert# _____	Mailing Address _____
Dwelling Contractor (Constr.) _____		Tel. & Fax _____	
Dwelling Contr. Qualifier _____		The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.	
HVAC _____		_____	
Electrical _____		_____	
Plumbing _____		_____	

PROJECT LOCATION	Lot area _____ Sq.ft.	One acre or more of soil will be disturbed _____	Rectangular _____
-------------------------	-----------------------	--	-------------------

Building Address _____	City/County _____	Lot No. _____	Block No. _____
------------------------	-------------------	---------------	-----------------

Zoning District _____	City/County _____	Front _____ ft.	Rear _____ ft.	Left _____ ft.	Right _____ ft.
-----------------------	-------------------	-----------------	----------------	----------------	-----------------

1. PROJECT	3. OCCUPANCY	6. ELECTRIC	9. HVAC EQUIP.	12. ENERGY SOURCE												
New _____ Alteration _____ Raze _____ Other: _____	Single Family _____ Two Family _____ Other: _____	Entrance Panel _____ Amps: _____ Underground _____ Overhead _____	Boiler _____ Central AC _____ Fireplace _____ Other: _____	<table border="1"> <tr> <td>Gas</td> <td>LP</td> <td>Oil</td> <td>Elec</td> <td>Solid</td> <td>Solar</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </table>	Gas	LP	Oil	Elec	Solid	Solar	_____	_____	_____	_____	_____	_____
Gas	LP	Oil	Elec	Solid	Solar											
_____	_____	_____	_____	_____	_____											
	4. CONST. TYPE	7. WALLS	10. SEWER	13. HEAT LOSS												
	Site-Built _____ Other: _____	Wood Frame _____ Steel _____ Other: _____	Municipal _____ Sanitary Permit# _____	_____ BTU/HR Total Calculated Envelope and Infiltration Losses ("Maximum Allowable Heating Equipment Output" on Energy Worksheet;												
	5. STORIES	8. USE	11. WATER	14. EST. BUILDING COST w/o LAND												
	_____	_____	_____	_____												

APPLICANT'S SIGNATURE _____ **DATE SIGNED** _____

APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit.

ISSUING JURISDICTION	State-Contracted Agency# _____	Inspection _____	Municipality Number of Dwelling Location _____
-----------------------------	--------------------------------	------------------	--

FEES:	PERMIT(S) ISSUED	WIS PERMIT SEAL #	PERMIT ISSUED BY:
_____	_____	_____	Name _____ Date _____ Cert No. _____

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. Plumbing - A building permit cannot be issued until a sanitary permit has been issued for any new or affected existing private onsite wastewater treatment system.
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.

INSPECTORS: PLEASE RETURN SECOND PLY WITHIN 30 DAYS AFTER ISSUANCE TO (You may fold along the dashed lines and insert this form into a window envelope.):

Industry Services Division
P O Box 7302
Madison, WI 53707-7302

(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.

City of Waupaca
Conditions of Approval

Revised 6/13

Based on the Uniform Dwelling Code SPS 320-325 your building plans have been **CONDITIONALLY APPROVED** and subject to the following conditions and all notes on plans and survey. **This list is not to be considered all-inclusive.** The complete code is available online at: <http://www.commerce.state.wi.us/SB/SB-DivCodes.html> or call 1-800-DOC-SALES

- POST BUILDING PERMIT CARD IN A CONSPICUOUS PLACE AT THE BUILDING SITE
- POST ADDRESS NUMBERS IN A CONSPICUOUS PLACE AND PER LOCAL ORDINANCE
- PROVIDE CONTRACTOR WITH THE APPROVED PLAN AND THESE CONDITIONS OF APPROVAL.
- **PLEASE CANCEL/RESCHEDULE INSPECTION WHEN NOT READY TO AVOID REINSPECTION FEE.**

Foundation insulation shall be R-_____ from _____ to _____ and window R-values shall be _____ per the thermal performance data submitted with plans.

- Please provide **safe** means (approved ladder, etc.) to access areas for which an inspection request is made.
- Footings shall comply with SPS 321.15 and verification shall be provided if requested.
- All footings, foundations and lintels shall be installed min. 48" below grade. SPS 321.16.
- Drain tile installation is required per SPS 321.17.
- Structures including garages shall be anchored to foundation per SPS 321.18(1)(c).
- Foundation wall reinforcement shall be provided per SPS 321.18(2) & (3) and shall be inspected before concealment per SPS 320.10.
- Back fill for garage and basement floors shall be clean sand, gravel or crushed stone per SPS 321.20.
- Spans and loads shall be determined by structural analysis or the provisions of SPS 321.
- Provide make-up air for exhaust fans per SPS 323.02(3).
- Garage door headers shall be engineered components or per SPS 321.25(3).
- Do not stack shingles over 4 bundles high on trusses when loading. Do not drop.
- Bedroom windows shall conform to SPS 321.03(6), min. clear opening size of 20" x 24".
- Exterior wall shall be braced at the corners according to SPS 321.25(8).
- Joints in top plate shall be separated by 2 (two) stud spaces min. First top plate must join over studs. SPS 321.25(2).
- Smoke detectors shall be installed per SPS 321.09, hard wired, interconnected, with battery backup.
- Provide fire blocking per SPS 321.085.
- Fans shall terminate at the exterior of the building per SPS 323.02(3).
- Stairs, ladders, and ramps shall comply with SPS 321.04, 321.042, and 321.045.
- Seal penetrations in top and bottom plates in wall **prior** to insulating per SPS 322.37(3).
- Air leakage and joint penetration sealing shall conform to SPS 322.37.
- Attic ventilation per SPS 322.39.
- Provide attic scuttle per SPS 321.07, SPS 321.08.
- Light and vent shall be provided per SPS 321.05.
- Notching and boring shall comply with SPS 321.22, 321.25 and 321.27.
- Vapor retarder requirement per SPS 322.38.
- Fireplaces shall comply with subchapter SPS 321.29 - 321.32.
- The requirements of the thermal performance (heat calcs) data submitted shall be followed.
- Window and door (fenestration) rating and labeling per SPS 322.36. **DO NOT REMOVE LABELS**
- Doors used as exits (min 2'-8" door) shall have at minimum a 36" x 36" landing with no greater than an 8 inch riser(s).
- Sliding doors used as the required second exit shall have 2'-6" clear opening width.
- Insulation installation and identification shall be applied according to SPS 322.20.
- Glazing shall consist of safety glass as required by SPS 321.05(3).
- Recessed lighting fixtures shall conform to SPS 322.37.
- Pipe and duct insulation shall be provided per SPS 322.42, 322.43 and 322.44.
- LVL beams may follow engineered specs.
- Provide a copy of manufacturer's specs/structural analysis on all trusses, engineered components, repairs and a copy of the thermal performance data on site at all times.
- Electrical Panel must be removed by responsible party before final inspection and then reinstalled after inspection.
- Carbon Monoxide detectors shall be installed per SPS 321.097 hard wired, interconnected, with battery backup.

Contractor/Homeowner _____

UVC P F C T F 'EQP F K/QP U'QH'CRRTQXCN'
GTQUKQP 'EQP VTQN''

"

Rgto k'P wo dgt "aaaaaaaaaaaaaaaaaaaaaa"

"

Rtqlgev' Cf f tguu "aa"

"

Vj g'r tqr gtv { "qy pgt lcr r ncepv'ku'tgur qpukdrg'ht'eqo r ncepeg'y kj "URU'543B47"cpf "Eqpf kqpcm { "Cr r tqxgf "Rrcp0"

"

- Gtqukqp "eqpvtqn'o gcuwtgu'uj cmi'dg'kp'r nceg'dghqtg'dgi kppkpi "cp { "gzeccv'kpi 0"
- Gtqukqp "eqpvtqn'o gcuwtgu'uj cmi'dg'r ncegf "cmppi "f qy punqr g'ctgcu'cu'tgs wktgf "vq'r tngxgpv'qt'tgf weg'gtqukqp'y j gtg'gtqukqp'f vtkpi "eqpvtwv'kqp'y km'tguwn'kp'c'hq'u'qh'uqkri'vq<"
 - y cvgtu'qh'y g'ucvq"
 - r wdike'ugy gt'kprgw"
 - cf lcegpv'r tqr gtv'gu"

"

- Uqr gu'i tgevg't'j cp'qt'gs wcn'vq'34' "ctg'pqv'eqpukf gtgf "ucdkrk gf "d { "uggf kpi "qt'o wrej kpi "wprguu'wugf "kp" eqplwv'kqp'y kj "vcnk'kgt.'pgw'kpi "qt'o cvkpi 0"

"

- C'pqp/vtcentkpi "ceegu'tqcf y c { "uj cmi'dg'kpucmgf "r tkqt'vq'htco kpi "cdxg'v'j g'htuv'htqt'f genkpi 0'Wug'qh'ci i tgi cvg'uvqpg'y kj "o kpo wo "5\$/'8\$'f lco gvt'ku'tgeqo o gpf gf "hqt'ceegu'f tkxgu.'8\$'f gr vj . '72')rgpi vj "wprguu'pcw'cn'leqpf kqpu'uwej "cu'ucpf { "uqku'qt'uqkri'nf "htq| gp'uqkri'crtgcf { "r tqxkf g'pqp/vtcentkpi "ceegu0"

"

- Tgo qxg'vtcentkpi "kq'0'ugf ko gpv+'htqo "vttggv'cv'v'j g'gpf "qh'gej "y qtnlf c { 0' "O ckv'ckp'cmitqcf "f tckpci g'u { ugo u" cpf "vtcentkpi "r tqxkuk'kpu.'uqto "y cvgt'f tckpci g'u { ugo u'cpf "eqpvtqn'o gcuwtgu"

"

- Tgr ck'cp { "gtqukqp'f co ci g'vq'cf lqk'kpi "uwt'hegu'cpf "f tckpci g'y c { u'tguwn'kpi "htqo "rcpf "f kuwtdkpi "cevx'kku0"

"

- Cmi'uqkri'vqtc i g'r kgu'uj cmi'dg'ncecv'g' "cv'ngcu'47' hggv'htqo "cp { "f qy punqr g'tqcf . "rcng. "vttgco . "y gwrcpf . "f kej . " ej cppgn'qt'qy gt'y cvgteqwtug0"

"

- Uqenir kgu'v'j cv'ctg'ng'v'htqo "o qtg'v'j cp'9'f c { u'uj qwf "dg'uggf gf . "eqxgtgf "y kj "c'vctr "qt'j cxg'gtqukqp'eqpvtqn'ukm' hpeg'ldcrgu'kpucmgf "qp'f qy p'unqr g'ukf g'qh'v'j g'uqenir kgu0"

"

- Kpur gev'cml'Gtqukqp'Eqpvtqn'f gx'kegu'y kj kp'46'j qwtu'ch'gt'gej "tckp'qh'207'kpej gu'qt'o qtg'cpf "cv'ngcu'qpeg'gej " y ggm'cpf "o cng'pggf gf "tgr cku'y kj kp'6: "j qwtu0"

"

- O ckv'ckp'Gtqukqp'Eqpvtqn'f gx'kegu'wp'v'nf kuwtdgf "ctgcu'ctg'ucdkrk gf 0"Vj g'qy pgt'ku'tgur qpukdrg'ht'tgo qxkpi "gtqukqp'eqpvtqn'o gcuwtgu'qpeg'v'j g'uqkri'qp'v'j g'ukg'ku'ucdkrk gf 0"

"

- Mgr "c'eqr { "qh'v'j g'Eqpf kqpcm { "Cr r tqxgf "Gtqukqp'Eqpvtqn'Rrcp"qp'ukg0"
- Ecm'ht'v'j g'hqmy kpi "Kpur gev'kpu<"
 - Rgto cpgpv'ucdkrk cv'kqp'qh'f kuwtdgf "ctgc'gxgp'ch'gt'kpcn'qeev'cpe { "qh'dw'kf kpi "
 - Eqttgev'kpu'o cf g'tgi ctf kpi "P qv'eg'qh'P qp/Eqo r ncepeg'kuw'cepeg"
- Cf f kqpcn'ukm'hgpekpi "cpf "qy gt'gtqukqp'eqpvtqn'o gcuwtgu'o c { "dg'tgs wktgf "wr qp'ukg'kpur gev'kpu0"

"

"

UK P CVWT'G'QH'CRRN'CEP V'aa "F CVG'aaaaaaaaaaaaaaaaaaaaaaaaaa"

Work shall not proceed until the inspector has approved the various stages of construction or the 2 business day period since notification has elapsed. This permit will expire 24 months after the date of issuance if the building's exterior has not been completed. **Keep this card posted until final inspection has been made.** (WI Stats. 101.63)

WISCONSIN UNIFORM

BUILDING

PERMIT

Affix uniform permit seal here (when applicable) Seal No.:

Constr HVAC Elect Plumb Erosion

Project:

Issued To	OWNER (AGENT)
	BUILDING SITE ADDRESS
	CITY, VILLAGE, TOWN

Issued by	PERSON ISSUING	CERT. NO.
	DATE ISSUED	TELEPHONE

Comments:

NOTICE OF NONCOMPLIANCE: This issuing jurisdiction shall notify the applicant in writing of any violations to be corrected. All cited violations shall be corrected within 30 days of notification, unless extension time is granted.

SITE INFO

SUBDIVISION _____ BLOCK NO. _____

ZONING DISTRICT _____

1/4, 1/4, SEC _____, T _____, N, R _____ E or W _____

PARCEL NO. _____

SETBACKS: FRONT _____ ft REAR _____ ft

LEFT _____ ft RIGHT _____ ft

INSPECTIONS		
PHASE	ROUGH	FINAL
FOOTING		EROSION
FOUNDATION		
BSMT DRAIN TILES		
CONSTRUCTION		
PLUMBING		
HEAT/VENT/AC		
ELECTRICAL		
INSULATION		
OCCUPANCY		

CONTRACTORS	
G.C.	# _____
HVAC	# _____
ELECT.	# _____
PLBG.	# _____

IMPORTANT NOTICE

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

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

1. **Footings** (forms in place, prior to pouring concrete).
2. **Foundation** (drain tile and stone in place, insulation if required, prior to backfill).
3. **Underfloor plumbing** (piping installed and on test).
4. **Basement floor** (vapor barrier, drain tile, and sump crock in place prior to pouring concrete).
5. **Rough construction, electrical, plumbing and HVAC** (work completed prior insulation).
6. **Electrical service.**
7. **Insulation** (insulation and vapor barrier installed, before drywall).
8. **Final Inspection** (all phases and trades completed, prior to occupancy).

CALL FOR INSPECTIONS AT 1-+%) !- (&!- - \$,

CALL BEFORE 9 AM FOR SAME DAY INSPECTIONS
YOU MUST HAVE PERMIT #, & ADDRESS AVAILABLE

PERMIT #

PROJECT ADDRESS

UDC INSPECTOR

INSPECTOR PHONE #

Checkout our Website for Helpful Building information & tips, & building code information.

www.cityofwaupaca.org/building_inspector.htm

email us at: jjust@cityofwaupaca.org

IMPORTANT NOTICE

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

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

1. **Footings** (forms in place, prior to pouring concrete).
2. **Foundation** (drain tile and stone in place, insulation if required, prior to backfill).
3. **Underfloor plumbing** (piping installed and on test).
4. **Basement floor** (vapor barrier, drain tile, and sump crock in place prior to pouring concrete).
5. **Rough construction, electrical, plumbing and HVAC** (work completed prior insulation).
6. **Electrical service.**
7. **Insulation** (insulation and vapor barrier installed, before drywall).
8. **Final Inspection** (all phases and trades completed, prior to occupancy).

CALL FOR INSPECTIONS AT 1!+%) !- (&!- - \$,

CALL BEFORE 9 AM FOR SAME DAY INSPECTIONS
YOU MUST HAVE PERMIT #, & ADDRESS AVAILABLE

PERMIT #

PROJECT ADDRESS

UDC INSPECTOR

INSPECTOR PHONE #

Checkout our Website for Helpful Building information & tips, & building code information.

www.cityofwaupaca.org/building_inspector.htm

email us at: jjust@cityofwaupaca.org

CERTIFICATE OF OCCUPANCY

Certificate of Occupancy is issued for a building located at:

Dwelling Address: _____

Dwelling owner: _____

General Contractor: _____

Type of Occupancy: _____ **Zoning:** _____

Use of the above address is authorized for the occupancy listed. The dwelling is approved for above listed occupancy only, all other uses not specified by this municipality are hereby prohibited. Conditions listed below are to be corrected prior to owner occupancy.

Conditions:

Findings of a final occupancy inspection are intended to report conditions of non-compliance with Building Code standards that are readily apparent at the time of inspection. Occupancy inspections do not involve detailed examinations of mechanical systems or the closed structural or nonstructural elements of the building and/or premises. No warranty of the operation, use or durability of equipment and materials is expressed or implied by the issuance of this certificate by the Municipality and/or Building Inspector.



Building Inspector

Date issued