

CITY OF MENASHA 100 MAIN ST, SUITE 200 MENASHA, WI 54952 920-967-3655 <a href="mailto:bldinsp@ci.menasha.wi.us">bldinsp@ci.menasha.wi.us</a>	<h2 style="margin:0;">CITY OF MENASHA</h2> <h1 style="margin:0;">UNIFORM BUILDING PERMIT APPLICATION</h1> <p style="margin:0;"><i>Not for New 1 or 2 Family Homes</i></p> <p style="margin:0;">Please schedule inspections at least 2 business days in advance</p>	Permit # _____  Tax Key # _____
Project Description _____		Project Address _____
<b>PERMIT REQUESTED</b> <input type="checkbox"/> Const. <input type="checkbox"/> HVAC <input type="checkbox"/> Electric <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control <input type="checkbox"/> Other _____		
Owner's Name _____	Mailing Address if different from project address _____	Phone _____
Contractor Name & Type _____	License# & Expiration Date _____	Address with City & Zip _____
Dwelling Contractor _____		Phone & Email _____
Dwelling Contractor Qualifier _____	The Dwelling Contractor Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contractor	
HVAC _____		
Electrical Contractor _____		
Master Electrician _____		
Plumbing _____		
<b>PROJECT</b>	<b>OCCUPANCY</b>	<b>ELECTRIC</b>
<input type="checkbox"/> New <input type="checkbox"/> Deck <input type="checkbox"/> Service <input type="checkbox"/> Alteration <input type="checkbox"/> Shed <input type="checkbox"/> Siding <input type="checkbox"/> Addition <input type="checkbox"/> Garage <input type="checkbox"/> Raze <input type="checkbox"/> Foundation Repair <input type="checkbox"/> Pool/Hot Tub <input type="checkbox"/> Furnace/AC <input type="checkbox"/> Other	<input type="checkbox"/> Single-Family <input type="checkbox"/> Two-Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Other	Entrance panel _____  Amps _____  <input type="checkbox"/> Underground <input type="checkbox"/> Overhead
		<b>HVAC &amp; WATER HEATING EQUIPMENT</b>
		Fuel _____ Type _____  Space Htg _____  Water Htg _____
<b>AREA (Square Feet)</b>	<b>ESTIMATED BUILDING COSTS</b>	
Basement/ Crawlspace _____	Building Cost \$ _____	HVAC Cost \$ _____
Living Area/ Above Grade _____		Electric Cost \$ _____
Porch/ Accessory Structure _____	Plumbing Cost \$ _____	Total Cost \$ _____
Total _____		
I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. 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.		
<input type="checkbox"/> <b>I vouch that I am or will be an 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 on the reverse side of the last ply of this form.</b>		
<b>Applicant</b> (Print): _____ <b>Sign:</b> _____ <b>Date:</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. Owner/Builder solely responsible for compliance with all applicable State & local building & zoning codes. <input type="checkbox"/> See attached for conditions of approval		
<b>FEE'S</b>	<b>PERMIT(S) ISSUED</b>	<b>PERMIT ISSUED BY:</b>
Building Fee _____	Zoning _____	Name _____
Zoning Fee _____	HVAC _____	Cert# _____
HVAC Fee _____	Electric _____	Date Issued _____
Electric Fee _____	Plumbing _____	Date Expires _____
Plumbing Fee _____	Erosion Control _____	<b>RECEIPT#</b> _____
Occupancy _____		
OS/Sanitary _____		
Erosion _____		
<b>Total</b> _____		
		<b>INSPECTIONS REQUIRED</b>
		<b>Building</b> <input type="checkbox"/> Footing <input type="checkbox"/> Outside Laterals <input type="checkbox"/> Foundation Reinf. <input type="checkbox"/> Rough <input type="checkbox"/> Foundation <input type="checkbox"/> Underfloor <input type="checkbox"/> Rough <input type="checkbox"/> Final <input type="checkbox"/> Insulation <input type="checkbox"/> Basement Floor <b>Electric</b> <input type="checkbox"/> Final <input type="checkbox"/> Service <input type="checkbox"/> Rough <input type="checkbox"/> Final
		<b>HVAC</b> <input type="checkbox"/> Rough <input type="checkbox"/> Final

### **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.

Contractor Lead CERT LIC # \_\_\_\_\_

### **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.

Applicant 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.