

City of De Pere 335 S. Broadway De Pere, WI 54115 920-339-4053		COMMERCIAL UNIFORM BUILDING PERMIT APPLICATION			Application No. Parcel No.	
PERMIT REQUESTED		<input checked="" type="checkbox"/> Construction <input checked="" type="checkbox"/> HVAC <input checked="" type="checkbox"/> Electric <input checked="" type="checkbox"/> Plumbing <input checked="" type="checkbox"/> Erosion Control <input checked="" type="checkbox"/> Other:				
Owner's Name		Mailing Address			Tel.	
Architect's Name		Mailing Address			Tel.	
					E-mail	
Contractor's Name: (Contractor)		Mailing Address			Tel.	
					E-mail	
Contractor's Name: (Electrical)		Lic/Cert#	Mailing Address		Tel.	
					E-mail	
Contractor's Name: (Plumbing)		Lic/Cert#	Mailing Address		Tel.	
					E-mail	
Contractor's Name: (HVAC)		Lic/Cert#	Mailing Address		Tel.	
					E-mail	
Contractor's Name: (Sewer)		Lic/Cert#	Mailing Address		Tel.	
					E-mail	
PROJECT LOCATION		Lot area		Sq. ft. <input type="checkbox"/> One acre or more of soil will be disturbed		
Building Address		Subdivision/CSM			Lot No.	Block No.
Zoning District(s)		Setbacks:	Front	Rear	Left	Right
			ft.	ft.	ft.	ft.
Job Description:						
1. Project		4. Construction Type		7. Suppression & Alarms		10. Sewer
New		IA	IB	Object Type: _____		Municipal
Addition		IIA	IIB	NFPA Standard		Sanitary Permit #:
Alteration: Lvl 1 Lvl 2 Lvl 3		IIIA	IIIB	Sprinklered <input type="checkbox"/> Yes <input type="checkbox"/> No		
Other:		IVA	IVB	Fire Alarm <input type="checkbox"/> Yes <input type="checkbox"/> No		
		VA	VB			
2. Area Involved		5. Stories		8. Allowable Area		11. Water
_____ Sq Ft		1-Story	2-Story	Separated		Municipal
		Other	Plus Basement	Unseparated		On-Site Well
3. Major Occupancy		6. Electrical		9. HVAC Equipment		12. EST. BUILDING COST w/o LAND
Assembly	Utility & Misc	Entrance Panel		Forced Air Furnace	Radiant Bsb/d/Panel	
Mercantile	Educational	Amps: _____		Heat Pump	Boiler	
Business	Residential	Underground		Other:		
Storage	Factory	Overhead				\$
I understand that I am: subject to all applicable codes, laws, statutes and ordinances subject to any 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 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.						
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 or other penalty. <input checked="" type="checkbox"/> See attached for conditions of approval.						
ISSUING JURISDICTION: CITY OF DE PERE				MUNICIPALITY #: 05-216		
FEES:		PERMIT(S) ISSUED		WIS PERMIT SEAL #		PERMIT ISSUED BY:
				OR STATE ID#		
Plan Review	\$ _____	<input checked="" type="checkbox"/> Construction				Name _____
Building	\$ _____	<input checked="" type="checkbox"/> HVAC				Date _____ Tel.: _____
Soil Erosion	\$ _____	<input checked="" type="checkbox"/> Electrical				Cert No. _____
Re-inspection	\$ _____	<input checked="" type="checkbox"/> Plumbing				
Total	\$ _____	<input checked="" type="checkbox"/> Erosion Control				

City of De Pere
 335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053



EROSION CONTROL PERMIT

Application and Record

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

LANDOWNER INFORMATION		APPLICANT/PERMITTEE INFORMATION	
Name: _____		Applicant's Name: _____	
Site Address: _____		Address: _____	
Phone #: _____		Phone #: _____	
Lot #: _____	Parcel #: _____	E-mail: _____	
SITE DISTURBANCE TYPE		DISTURBANCE	
<input type="checkbox"/> Single Family <input type="checkbox"/> Commercial <input type="checkbox"/> Grading/filling <input type="checkbox"/> Two Family <input type="checkbox"/> Subdivision <input type="checkbox"/> Utility work <input type="checkbox"/> Multi-family <input type="checkbox"/> Addition <input type="checkbox"/> Parking lot		<input type="checkbox"/> Less than one acre of disturbance <input type="checkbox"/> More than one acre of disturbance If more than one acre of disturbance, contact the Wisconsin DNR for WPDES Permit.	
SITE INFORMATION		INSTALLER INFORMATION	
Total parcel area: _____ Total area disturbed: _____ BMP's install date: _____ Date of completion: _____ Final stabilization: _____		Erosion Control Installer: _____ Address: _____ Phone: _____ Email: _____	
APPLICANT'S STATEMENT		PERMIT APPROVAL	
<p>I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinances of the City of De Pere, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, Wisconsin. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this chapter until the site has undergone final stabilization.</p> <p>Signature: _____</p> <p>Date: _____ License #: _____</p>		<p>Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above described work in accordance with all existing laws, ordinances, and regulations. Permits issued under this section may include conditions established by the building inspector in addition to the requirements set forth in subsection (e), where needed to assure compliance with the performance standards in section 42-8 or 42-9. Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The building inspector may grant one or more extensions not to exceed 180 days cumulatively. The building inspector may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this chapter.</p> <p>Inspector: _____</p> <p>Date: _____ Certification #: _____</p>	
CONDITIONS OF APPROVAL			
_____ _____ _____			

Standard Erosion Control Plan

for 1- & 2-Family Dwelling Construction Sites

According to Chapters Comm 20 & 21 of the Wisconsin Uniform Dwelling Code, soil erosion control information needs to be included on the plot plan which is submitted and approved prior to the issuance of building permits for 1- & 2-family dwelling units in those jurisdictions where the soil erosion control provisions of the Uniform Dwelling Code are enforced. This Standard Erosion Control Plan is provided to assist in meeting this requirement.

Instructions:

1. Complete this plan by filling in requested information, completing the site diagram and marking appropriate boxes on the inside of this form.
2. In completing the site diagram, give consideration to potential erosion that may occur before, during, and after grading. Water runoff patterns can change significantly as a site is reshaped.
3. Submit this plan at the time of building permit application.

PROJECT LOCATION _____

BUILDER _____ OWNER _____

WORKSHEET COMPLETED BY _____ DATE _____

Please indicate north by completing the arrow.



SITE DIAGRAM

Scale: 1 inch = ____ feet

EROSION CONTROL PLAN LEGEND

--- PROPERTY LINE

—> EXISTING DRAINAGE

—> TD TEMPORARY DIVERSION

—> FINISHED DRAINAGE

--- LIMITS OF GRADING

—■— SILT FENCE

—●— STRAW BALES

GRAVEL

VEGETATION SPECIFICATION

TREE PRESERVATION

STOCKPILED SOIL

Soil Erosion Control Permit Requirements

All permits shall require the responsible party to:

- (1) Notify the building inspector within 48 hours of commencing any land disturbing construction activity.
- (2) Notify the building inspector of completion of any BMPs within 14 business days after their installation.
- (3) Obtain permission in writing from the building inspector prior to any modification pursuant to subsection [42-11\(c\)](#) of the erosion and sediment control plan.
- (4) Install all BMPs as identified in the approved erosion and sediment control plan.
- (5) Maintain all road drainage systems, storm water drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.
- (6) Repair any siltation or erosion damage to adjoining surfaces and drainage ways resulting from land disturbing construction activities and document repairs in a site inspection log.
- (7) Inspect the BMPs within 24 hours after each rain of one-half inch or more which results in runoff during active construction periods, and at least once each week. Make needed repairs and install additional BMPs as necessary, and document these activities in an inspection log that also includes the date of inspection, the name of individual who performed the inspection and a description of the present phase of the construction at the site.
- (8) Allow the building inspector to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the erosion and sediment control plan. Keep a copy of the erosion and sediment control plan at the construction site.
- (9) The permit applicant shall post the "certificate of permit coverage" in a conspicuous location at the construction site.

Enforcement:

- (1) When BMP's have not been implemented per the soil erosion control plan, a notice of non-compliance will be sent to the owner, general contractor, and the applicant contractor on file.
- (2) If non-compliance has not been corrected within five (5) business days or subsequent inspection, a written notice of non-compliance will be sent (see following enforcement per municipal code Sec. 42-14).

DPMC Sec. 42-14. - Enforcement.

(a) The building inspector may post a stop-work order if any of the following occurs:

- (1) Any land disturbing construction activity regulated under this chapter is occurring without a permit;
- (2) The erosion and sediment control plan is not being implemented in a good faith manner;
- (3) The conditions of the permit are not being met.

(b) If the responsible party does not cease activity as required in a stop-work order posted under this section or fails to comply with the erosion and sediment control plan or permit conditions, the building inspector may revoke the permit.

(c) If the responsible party, where no permit has been issued or the permit has been revoked, does not cease the activity after being notified by the building inspector, or if a responsible party violates a stop-work order posted under subsection (a) of this section, the building inspector may request the city attorney to obtain a cease and desist order in any court with jurisdiction.

(d) The board of appeals may retract the stop-work order issued under subsection (a) or the permit revocation under subsection (b) of this section.

(e) After posting a stop-work order under subsection (a), the building inspector may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this chapter. The building inspector may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by the building inspector, plus interest at the rate authorized by the Common Council, shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Wis. Stats. ch. 66., subch. VII.

(f) Any person violating any of the provisions of this chapter shall be subject to a forfeiture of not less than \$200.00 nor more than \$1,000.00 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.

DPMC Sec. 42-6. - Applicability of maximum extent practicable.

Maximum extent practicable applies when a person who is subject to a performance standard of this chapter demonstrates to the building inspector's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the

assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

Soil Erosion Control Plan Information.

Each erosion and sediment control plan shall include a description of appropriate control BMPs that will be installed and maintained at the construction site to prevent pollutants from reaching waters of the state. The erosion and sediment control plan shall clearly describe the appropriate erosion and sediment control BMPs for each major land disturbing construction activity and the timing during the period of land disturbing construction activity that the erosion and sediment control BMPs will be implemented. The description of erosion and sediment control BMPs shall include, when appropriate, the following minimum requirements:

- (1) Description of interim and permanent stabilization practices, including a BMP implementation schedule. The erosion and sediment control plan shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
- (2) Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the building inspector, structural measures shall be installed on upland soils.
- (3) Management of overland flow at all areas of the construction site, unless otherwise controlled by outfall controls.
- (4) Trapping of sediment in channelized flow.
- (5) Staging land disturbing construction activities to limit exposed soil areas subject to erosion.
- (6) Protection of downslope drainage inlets where they occur.
- (7) Minimization of tracking at all vehicle and equipment entry and exit locations of the construction site.
- (8) Clean up of off-site sediment deposits.
- (9) Proper disposal of building and waste material.

- (10) Stabilization of drainage ways.
- (11) Installation of permanent stabilization practices as soon as possible after final grading.
- (12) Minimization of dust to the maximum extent practicable.

DPMC Chapter 42 - 10 (g) Permit duration:

Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The building inspector may grant one or more extensions not to exceed 180 days cumulatively. The building inspector may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this chapter. Permit duration. Permits issued under this section shall be valid for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The building inspector may grant one or more extensions not to exceed 180 days cumulatively. The building inspector may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this chapter.

DPMC 42-9 (2 (3)) Erosion and sediment control practices shall be maintained until final stabilization. (3) - Final stabilization activity shall commence when land disturbing activities cease and final grade has been reached on any portion of the site.

APPLICANT’S STATEMENT:

I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinances of the City of De Pere, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, Wisconsin. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this chapter until the site has undergone final stabilization.

Signature: _____

Date: _____ License #: _____

City of De Pere

335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053
 dpbldg@deperewi.gov



GRADE PERMIT

Application and Record

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

PROJECT LOCATION

Owner's Name: _____

Address: _____

Phone #: _____

E-mail: _____

CONTRACTOR

Company Name: _____

Address: _____

Phone #: _____

E-mail: _____

License #: _____

PROJECT TYPE

- | | |
|--|--|
| <input type="checkbox"/> New Home Construction
<input type="checkbox"/> Installation of Driveway
<input type="checkbox"/> Installation of Sidewalk

Is Curb Cut Required? <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Replacement of Existing Sidewalk
<input type="checkbox"/> Lawn Grade
<input type="checkbox"/> Other _____ |
|--|--|

CONDITIONS

Builder's grade stakes *SHALL NOT* be used for any concrete work. The home builder or contractor shall apply for new stakes for any concrete work that will abut the street. This is done to ensure that building grade stakes were not damaged during construction or by vandalism.

These grade stakes shall be protected at all times, and if willfully destroyed, shall be replaced at the owner's expense.

Grade stakes will be used for elevation purposes only. Horizontal alignment will be determined by the contractor in the field.

A pre-pour inspection must be conducted by the City Building Inspector once forms are in place to verify sidewalk width and depth. Please call (920)339-4053 to schedule inspection at least 24 hours in advance.

APPLICANT'S STATEMENT

I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinances of the City of De Pere, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, Wisconsin.

Signature: _____

Date: _____

PERMIT APPROVAL

Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above described work in accordance with all existing laws, ordinances, and regulations.

Inspector: _____

Date: _____

Certification #: _____

City of De Pere
 335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053
 dpbldg@deperewi.gov



**CURB CUT/ DRIVEWAY/
 PARKING LOT PERMIT
 Application and Record**

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

PROJECT LOCATION

Owner's Name:	Project Address:
Phone #:	E-mail:

DRIVEWAY CONTRACTOR

CURB CUT CONTRACTOR

Company Name:	Company Name:
Mailing Address:	Mailing Address:
Phone #:	Phone #:
E-mail:	E-mail:
Signature:	Signature:

JOB SPECIFICATIONS

<input type="checkbox"/> Single Family <input type="checkbox"/> Commercial <input type="checkbox"/> Two Family <input type="checkbox"/> Industrial <input type="checkbox"/> Multi Family (# of Units) _____ Fees: Residential \$75.00 Comm/Ind/Multi \$150.00 Curb Cut \$40.00 Total:	Driveway width at property line: _____ Setback to interior property line: _____ Curb width at driveway opening: _____ Curb Cut <input type="checkbox"/> Yes <input type="checkbox"/> No Parking Lot <input type="checkbox"/> New <input type="checkbox"/> Expansion
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Brief Job Description:

NOTES

APPROVAL CONDITIONS

An inspection of the driveway, sidewalk and apron shall be made prior to concrete pour. Contact the Building Inspection Division (290-339-4053).
 The curb cut and apron must be constructed per City's specifications, and by a City licensed contractor.

APPLICANT'S STATEMENT

PERMIT APPROVAL

I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinances of the City of De Pere, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, Wisconsin.

Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above described work in accordance with all existing laws, ordinances, and regulations.

Signature: _____

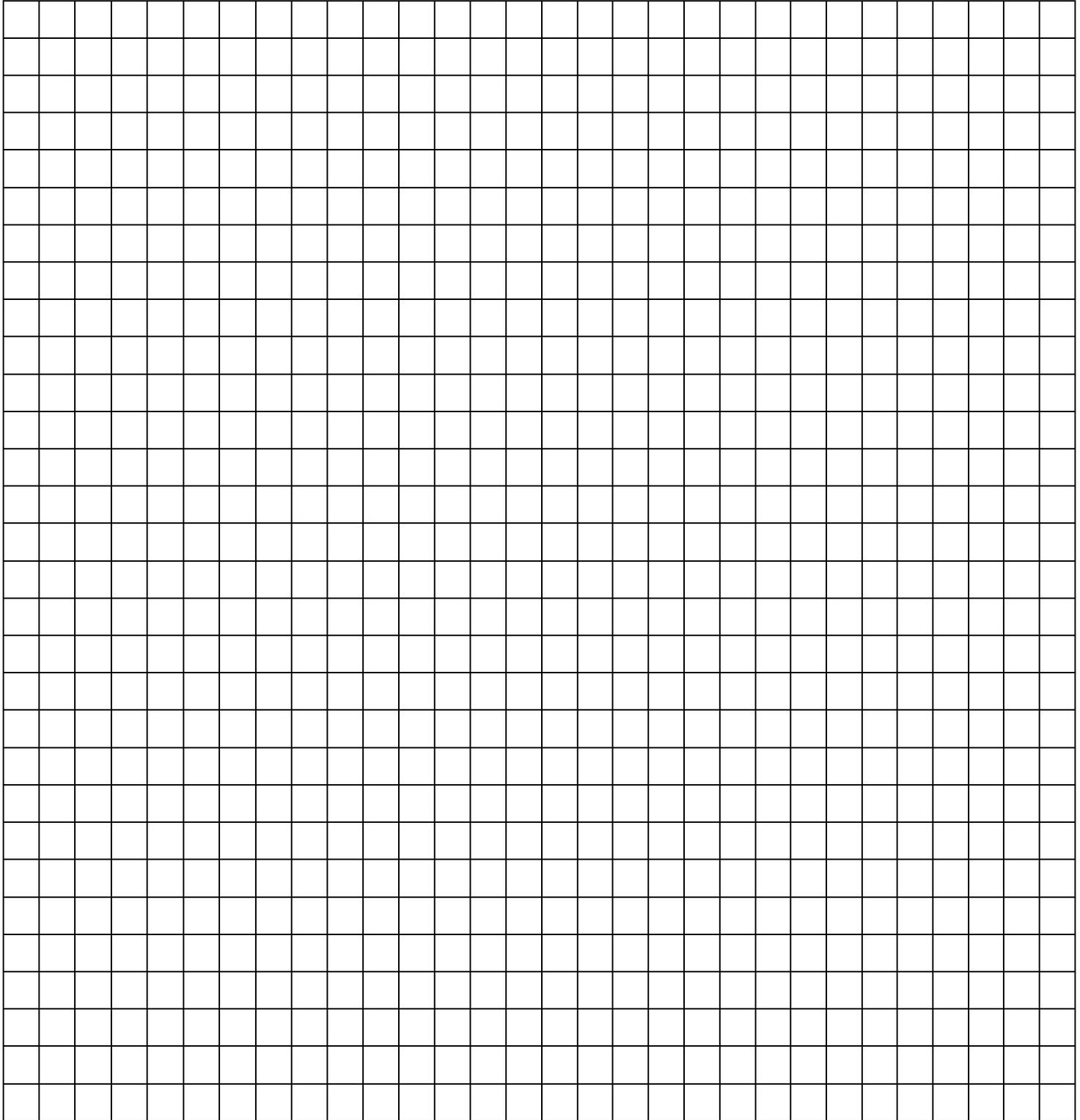
Inspector: _____

Date:

Date: _____ Certification #: _____

1. All lines must be drawn with a straightedge. Freehand drawings cannot be accepted.
2. All lot lines and all buildings must be shown and dimensioned. Partial plot plans cannot be accepted.
3. Driveway(s) and curb cuts must be shown and labeled "proposed" or "existing".
4. Irregular shaped lots must be drawn to scale.

5 Foot Grid



PLOT PLAN

Project:

Scale: 1"= ____ Ft

Address:

City of De Pere
 335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053
 dpbldg@deperewi.gov



ELECTRICAL PERMIT Application and Record

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

PROJECT LOCATION			ELECTRICAL CONTRACTOR					
Owner's Name:			Company Name:					
Address:			Address:					
Phone #:			Phone #:					
Lot #:	Parcel #:	Zoning:	E-mail:					
OCCUPANCY			NATURE OF WORK					
<input type="checkbox"/> Single-Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Public/Govt.	<input type="checkbox"/> New	<input type="checkbox"/> Alteration	<input type="checkbox"/> Repair			
<input type="checkbox"/> Two-Family	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Addition	<input type="checkbox"/> Pool/Hot Tub/Spa	<input type="checkbox"/> Photo Voltaic			
<input type="checkbox"/> Multi-family (No. of Units: _____)	<input type="checkbox"/> Educational		<input type="checkbox"/> Sign	<input type="checkbox"/> Service/New/Upgrade	<input type="checkbox"/> Vehicle Charging			
<input type="checkbox"/> Other:			<input type="checkbox"/> Generator	<input type="checkbox"/> Other:				
FEES – NEW/ADDITIONS			FEES – ALTERATIONS/REPAIRS					
Residential (1&2 Family)		10¢/sq. ft.	Openings (switches, outlets, fixtures, fixed appliance connections, and parking lot lighting fixtures)					
Warehouses		12¢/sq. ft.						
Comm/Instit/Indust/Multi-family		14¢/sq. ft.	<u># of Openings</u>		<u>Cost</u>			
Re-inspection Fee		\$75.00	1 – 30		\$50.00			
Accessory Building		\$50.00	31 – 60		\$75.00			
Note: Square footage includes all floor levels, basements, attached garages, and all spaces enclosed and under a roof.			61 – 90		\$100.00			
			All openings over 90: \$125.00 + .50¢ per opening >90					
FEES SHALL BE DOUBLED IF WORK IS COMMENCED PRIOR TO OBTAINING A PERMIT.			# of Openings:		Total:			
MISCELLANEOUS FEES			AREA (Square Footage)					
1 & 2 Family Service	\$75.00	Parking Lights	\$75.00	Basement	Building/Living	Garage	Porch	TOTAL
Comm. Service	\$75.00	Illuminated Signs	\$75.00	ESTIMATED COST		PERMIT FEE		
Temp. Service	\$75.00	Pump Panel	\$75.00	\$		\$		
Photo Voltaic	\$100.00	Vehicle Charging	\$75.00					
Generator	\$75.00	Cell Tower	\$100.0					
APPLICANT'S STATEMENT			PERMIT APPROVAL					
I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of WI and ordinances of the City of De Pere, WI. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, WI.			Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above-described work in accordance with all existing laws, ordinances, and regulations.					
								Signature: _____
Date: _____		License #: _____	Date: _____		Certification #: _____			
CONDITIONS OF APPROVAL								
<hr/> <hr/>								

City of De Pere
 335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053
 dpbldg@deperewi.gov



Electrical Service Inspection Permit Application and Record

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

Customer/Contractor: _____ Phone: _____

Electrical Service Address: _____

Requested Date of Inspection: _____ Inspection Time: _____

Residential
 Commercial
 Industrial
 Agricultural
 Signs

Electric Service Information

Type of Service:
 Permanent
 Temporary
 New Service
 Upgrade Service
 Relocated Service
 Other: _____

Fault Current: _____
 100 Amp
 200 Amp
 Other: _____
 Generator
 Photo Voltaic

Underground
 Overhead

Electrician Information

I hereby certify that this wiring is in compliance with all applicable Federal, State, and Local Codes, utility service rules and section 101.865 of the Wisconsin State Statutes.

Electrician Name: _____ Phone Number: _____
 Address: _____ Fax Number: _____
 Master Electrician Signature: _____ License #: _____
 E-mail Address: _____ Date: _____

Inspector Information

This is to certify that I have examined the electrical equipment installed by the Electrical Contractor named above and it is in compliance with the statutes and all rules and regulations prescribed by the State of Wisconsin Electrical Code and local municipal requirements. I hereby certify that the electrical work completed to date complies with applicable codes and may be energized.

Inspector Name: _____ Phone Number: 920-339-4053
 Inspector Signature: _____ Date Inspected: _____

Comments: _____

City of De Pere

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De Pere, WI 54115
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dpbldg@deperewi.gov



**HVAC PERMIT
Application and Record**

Permit #: _____
Fee: _____
Receipt #: _____
Date: _____

PROJECT LOCATION		HVAC CONTRACTOR	
Owner's Name:		Company Name:	
Address:		Address:	
Phone #:		Phone #:	
Lot #:	Parcel #:	E-mail:	
OCCUPANCY		NATURE OF WORK	
<input type="checkbox"/> Single Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Public/Govt.	<input type="checkbox"/> New
<input type="checkbox"/> Two Family	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Alteration
<input type="checkbox"/> Multi-family (No. of Units: _____)	<input type="checkbox"/> Other:	<input type="checkbox"/> Replacement	<input type="checkbox"/> Addition
		<input type="checkbox"/> Combination (Addition & Alteration)	<input type="checkbox"/> Other _____
TYPE OF SYSTEM		GENERAL INFORMATION	
<input type="checkbox"/> Forced Air	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Air Conditioner	Manufacturer: _____
<input type="checkbox"/> Hydronic-Boiler	<input type="checkbox"/> Space Heater	<input type="checkbox"/> Electric Heat	Model #: _____
<input type="checkbox"/> RTU/MUA	<input type="checkbox"/> Radiant	<input type="checkbox"/> Geothermal	BTU Input: _____ # Of Units: _____
<input type="checkbox"/> Infrared	<input type="checkbox"/> Garage Heater	<input type="checkbox"/> VAV Unit	Sealed Combustion Unit: <input type="checkbox"/> Yes <input type="checkbox"/> No
Heaters	<input type="checkbox"/> Spray Booth	<input type="checkbox"/> AH Unit	Fuel Type _____
<input type="checkbox"/> Kitchen Hood			SPS Plan Approval #: _____
<input type="checkbox"/> Other _____			Installation Date: _____
FEES		AREA (Square Footage)	
Residential	10¢/sq. ft.	Replacement	\$75/unit
Warehouse	\$75/unit	Fireplace	\$75/unit
Commercial	14¢/sq. ft.	Res Alteration	\$7/\$1,000
Multi Family	14¢/sq. ft.	Comm Alteration	\$8/\$1,000
FEES SHALL BE DOUBLED IF WORK IS COMMENCED PRIOR TO OBTAINING A PERMIT		Basement	Building/Living
		TOTAL	PERMIT FEE
		\$	\$
APPLICANT'S STATEMENT		PERMIT APPROVAL	
<p>I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of Wisconsin and ordinances of the City of De Pere, Wisconsin. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, Wisconsin.</p> <p>Signature: _____</p> <p>Date: _____ License #: _____</p>		<p>Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above-described work in accordance with all existing laws, ordinances, and regulations.</p> <p>Inspector: _____</p> <p>Date: _____ Certification #: _____</p>	
CONDITIONS OF APPROVAL			
<p>_____</p> <p>_____</p> <p>_____</p>			

City of De Pere

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**PLUMBING PERMIT
Application and Record**

Permit #: _____
Fee: _____
Receipt #: _____
Date: _____

PROJECT LOCATION			PLUMBING CONTRACTOR		
Owner's Name:			Company Name:		
Address:			Address:		
Phone #:			Phone #:		
Lot #:	Parcel #:	Zoning:	E-mail:		

OCCUPANCY			NATURE OF WORK		
<input type="checkbox"/> Single Family	<input type="checkbox"/> Commercial	<input type="checkbox"/> Public/Govt.	<input type="checkbox"/> New	<input type="checkbox"/> Addition	<input type="checkbox"/> Alteration
<input type="checkbox"/> Two Family	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Remodel	<input type="checkbox"/> Other:	
<input type="checkbox"/> Multi-family (No. of Units: _____)		<input type="checkbox"/> Educational			

FIXTURES ROUGHED IN FOR AND/OR INSTALLED						
<u>\$11.00/fixture</u>	<u>Qty</u>	<u>\$11.00/fixture</u>	<u>Qty</u>	<u>\$11.00/fixture</u>	<u>Qty</u>	Note: State Approved buildings with 16 or more fixtures shall be \$175.00 + \$11.00/fixture. Number of Fixtures _____ TOTAL FEE (Min. \$75.00) _____
Sink		Water Heater		Drinking Fountain		
Water Closet		Clothes Washer		Urinal		
Lavatory		Laundry Tub		Ice Cube Machine		
Bathtub		Floor Drain		Backwater Valve		
Shower Stall		Hose Bibb		Other Plumbing Fixtures as defined in SPS 382, WI Administrative Code		
Garbage Disposal		Sump Pump				
Refrigerator		Ejector				
Dishwasher		Roof Drain				
Water Softener		Grease Trap				

SEWER/WATER			MISCELLANEOUS FEES	
Type	Size		Replacement Water Heater	\$75.00
Sanitary Sewer Lateral Connection		\$125.00	Sewer Cap	\$75.00
Storm Sewer Lateral Connection				
Water Lateral Connection				

FEES SHALL BE DOUBLED IF WORK IS COMMENCED PRIOR TO OBTAINING A PERMIT

APPLICANT'S STATEMENT	PERMIT APPROVAL
I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of WI and ordinances of the City of De Pere, WI. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, WI. Signature: _____ Date: _____ License #: _____	Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above-described work in accordance with all existing laws, ordinances, and regulations. Inspector: _____ Date: _____ Certification #: _____

CONDITIONS OF APPROVAL
_____ _____

City of De Pere
 335 S. Broadway
 De Pere, WI 54115
 (920) 339-4053
 dpbldg@deperewi.gov



SEWER PERMIT Application and Record

Permit #: _____
 Fee: _____
 Receipt #: _____
 Date: _____

PROJECT LOCATION	SEWER CONTRACTOR
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Owner's Name:			Company Name:		
Address:			Address:		
Phone #:			Phone #:		
Lot #:	Parcel #:	Zoning:	E-mail:		

OCCUPANCY	NATURE OF WORK
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<input type="checkbox"/> Single Family <input type="checkbox"/> Commercial <input type="checkbox"/> Public/Govt. <input type="checkbox"/> Two Family <input type="checkbox"/> Manufacturing <input type="checkbox"/> Warehouse <input type="checkbox"/> Multi-family (No. of Units: _____) <input type="checkbox"/> Educational	<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Remodel <input type="checkbox"/> Other:
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FIXTURES ROUGHED IN FOR AND/OR INSTALLED

\$11.00/fixture	Qty	\$11.00/fixture	Qty	\$11.00/fixture	Qty	Note: State Approved buildings with 16 or more fixtures shall be \$175.00 + \$11.00/fixture.
Sink		Water Heater		Drinking Fountain		
Water Closet		Clothes Washer		Urinal		
Lavatory		Laundry Tub		Ice Cube Machine		
Bath Tub		Floor Drain		Backwater Valve		
Shower Stall		Hose Bibb		Other Plumbing Fixtures as defined in COMM 82, WI Administrative Code		
Garbage Disposal		Sump Pump				
Refrigerator		Ejector				
Dishwasher		Roof Drain				
Water Softener		Grease Trap				
						TOTAL FEE (Min. \$50.00)

SEWER/WATER	MISCELLANEOUS FEES
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Type	Size		Sprinkler Alt/Add (per head)	\$20.00
Sanitary Sewer Lateral Connection		\$125.00	Sewer Cap	\$75.00
Storm Sewer Lateral Connection			Replacement Water Heater	\$75.00
Water Lateral Connection			Fire Suppression Sprinkler	\$375.00 + \$80.00 per riser/floor

FEES SHALL BE DOUBLED IF WORK IS COMMENCED PRIOR TO OBTAINING A PERMIT

APPLICANT'S STATEMENT	PERMIT APPROVAL
-----------------------	-----------------

<p>I certify that the information provided on this form is complete and accurate and hereby agree to comply with all applicable statutes of the State of WI and ordinances of the City of De Pere, WI. I further understand that the issuance of this permit creates no legal liability, express or implied, on the City of De Pere, WI.</p> <p>Signature: _____</p> <p>Date: _____ License #: _____</p>	<p>Upon signature of an authorized member of the Building Inspection Division, this becomes a permit to conduct the above described work in accordance with all existing laws, ordinances, and regulations.</p> <p>Inspector: _____</p> <p>Date: _____ Certification #: _____</p>
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CONDITIONS OF APPROVAL



Wisconsin Commercial Building Code

Helpful Hints

The Wisconsin Commercial Building Code applies whenever a covered building is built, added onto, altered, or when used for certain new purposes that have different applicable code requirements, as for example, a warehouse to an apartment building conversion. Covered alterations include those affecting structural strength, fire hazard, and exiting. An existing building, save for a few exceptions, shall be maintained to meet the code under which it was approved.

1. Design

- a. Pursuant to chapter 443 stats., a public building, structure or place of employment shall be designed by an architect or an engineer, except as provided under ss. 443.14 and 443.15, stats.
- b. Pursuant to chapter 443, Stats., a component or a system, including an electrical system, fire protection system, heating ventilating and air conditioning system, or a plumbing system for a public building, structure or place of employment shall be designed by an architect, engineer or a designer of an engineering system.

2. Supervision by registered engineer, architect or building designer. Wisconsin registered design professionals must be used whenever:

- a. The total completed building volume meets or exceeds 50,000 cubic feet. Volume is based on the actual cubic foot space within the exterior structure of the building including attics, basements, enclosed porches, and garages.
- b. The design professional must sign and seal each plan page or an indexed cover page listing all the sheets.
- c. A registered supervising professional shall also be retained from project start to completion and shall make periodic on-site observations to help ensure the building is constructed in accordance with the approved plans.
- d. Upon completion of the project, the supervising professional must file a Compliance Statement with Safety and Buildings certifying that the construction project or the portion to be occupied has been performed in substantial compliance with the approved plans and specifications.
- e. Out of state designers that are not registered in Wisconsin shall work with a Wisconsin registered design professional.

3. Responsibilities (Owner) Compliance with the Wisconsin Commercial Building Code does not relieve the owner of a public building or place of employment from compliance with the administrative rules established by other state jurisdictions. The Owner is ultimately responsible for:

- a. Obtaining plan review approval and local permits.
- b. Hiring registered designers and competent contractors.
- c. Providing accurate information to the designer including the building or structures intended use and/or change of use.
- d. Provide the name of the supervising professional to monitor and oversee the project.
- e. Signing the plan approval application form when requesting permission to start foundation work before plan review.

- f. Correcting code non-compliance issues noted by inspectors or by the supervising professional.
 - g. Maintaining the building or structure per all applicable codes.
4. **Plan Review and Approval.** Plans for all new construction, alterations, additions and change-in-use to a public building or place of employment shall not commence unless plans for the project have been submitted to an approved department or its authorized representative. Plans exempt from plan review include:
5. Buildings containing less than 25,000 cubic feet in volume.
- a. Assembly Group A-2
 - b. Business Group B
 - c. Factory Group F
 - d. Mercantile Group M
 - e. Storage Group S
 - f. Utility and Miscellaneous Group U

All of these projects and building groups are covered by the current commercial code, even though plans don't have to be submitted to the state, these buildings shall meet all applicable requirements of the code. This plan review exemption does not apply to other occupancies such as repair garages, apartment buildings or to theaters, churches or restaurants serving over 100 people. Plan review exemptions also does not apply to occupancies such as hazardous buildings, schools and daycare centers.

6. **Plan approval expirations:** Where plan approval is required by this code, one set of plans bearing the stamp of conditional approval and a copy of the specifications shall be kept at the building site. The plans and specifications shall be open to inspection by the department or its authorized representative.
- a. **Building shell.** Plan approval by the department or its authorized representative for new buildings and additions shall expire 2 years after the approval date.
 - b. **Occupancy.** For new buildings and additions shall expire 3 years after the approval date.
 - c. **Alterations.** Interior building alterations shall expire 1 year after the approval date.
 - d. **HVAC construction only.** Heating ventilating and air conditioning construction that does not include any associated building construction shall expire 1 year after the approval date.
 - e. **Fire protection systems only.** Fire protection systems that does not include any associated building construction shall expire 2 years after the approval date.
7. **Existing buildings and structures.** An existing building or structure, and every element, system, or component of an existing building or structure shall be maintained to conform to the building code requirements that applied when the building, structure, element, system or component was constructed, and to conform with. Chapter 14 whenever applicable
8. **Change of use or occupancy.** No change may be made in the use or occupancy of any building or structure, or any space within a building or structure, that would place the building, structure or space either in a different division of the same group of occupancies, unless the building, structure or space complies with the code's requirements for the new division or group of occupancies, as these requirements exist on one of the following dates:
- a. The date when plans for the change in occupancy or use are approved by the department or authorized representative.
 - b. The date a local building permit is issued, if plan submittal and approval is not required under s. Comm. 61.30
 - c. The date construction is initiated.
 - d. The date an occupancy permit is issued.