

**CITY OF NEW RICHMOND  
UNIFORM BUILDING PERMIT APPLICATION**

Application No. \_\_\_\_\_

**PERMIT REQUESTED**

Const.     HVAC     Elec     Plbg     Erosion     Other

Owner's Name _____		Mailing Address _____		Tel. _____
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg		Lic/Cert# _____	Mailing Address _____	Tel. _____ FAX _____
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg		Lic/Cert# _____	Mailing Address _____	Tel. _____ FAX _____
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg		Lic/Cert# _____	Mailing Address _____	Tel. _____ FAX _____
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg		Lic/Cert# _____	Mailing Address _____	Tel. _____ FAX _____
Project Address _____		Subdivision Name _____		Lot No. _____    Block No. _____

Zoning District(s) _____	Lot Area _____	Setbacks _____	Front _____ ft.	Rear _____ ft.	Left _____ ft.	Right _____ ft.
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1. PROJECT	3. OCCUPANCY	6. ELECTRICAL	9. HVAC EQUIPMENT	12. ENERGY SOURCE						
<input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Sign <input type="checkbox"/> Other	<input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Type _____ <input type="checkbox"/> Commercial <input type="checkbox"/> Other _____	Entrance Panel Amps: <input type="checkbox"/> Underground <input type="checkbox"/> Overhead	<input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Basebd/Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Broiler <input type="checkbox"/> Central Air Cond. <input type="checkbox"/> Fireplace <input type="checkbox"/> Other _____	Fuel _____	Nat Gas _____	LP _____	Oil _____	Elec _____	Solid _____	Solar _____
<b>2. AREA INVOLVED</b> Unfinished Basement Including _____ Sq Ft Crawl Space _____ Sq Ft Living Area _____ Sq Ft Garage _____ Sq Ft Deck _____ Sq Ft		<b>7. FOUNDATION</b> <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> Slab on Grade <input type="checkbox"/> Other _____		<b>10. SEWER</b> <input type="checkbox"/> Municipal <input type="checkbox"/> Septic Permit No _____		Space Htg _____ Water Htg _____ <input type="checkbox"/> Dwelling unit has 3 kilowatt or more electric space heating equip. Infiltration control option is: <input type="checkbox"/> Sealing of all joints <input type="checkbox"/> Blower door test <input type="checkbox"/> Exterior air infiltration barrier		<b>13. HEAT LOSS (CALCULATED)</b> Envelope _____ BTU/HR Infiltration _____ BTU/HR		
<b>4. CONST. TYPE</b> <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd <input type="checkbox"/> UDC <input type="checkbox"/> HUD		<b>8. USE</b> <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other _____		<b>11. WATER</b> <input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well		<b>14. PROJECT COST (INCLUDE LABOR)</b> \$ _____				

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, expressed or implied, on the state or municipality; and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side. **Local permit expires 18 months from date of issuance.**

**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 penalties

**PROJECT DESCRIPTION:**

**PERMIT DOES NOT INCLUDE:**

FEES:	PERMIT(S) ISSUED	PERMIT ISSUED BY:
Local Permit _____ SAC _____ Impact _____ Park _____ Other _____ <b>Total</b> _____	<input type="checkbox"/> Construction <input type="checkbox"/> HVAC <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion <input type="checkbox"/> Other _____	Name _____ Date _____ Cert No _____ Telephone Number 715-246-3736

WHITE - Issuing Jurisdiction

YELLOW - Owner/Agent

PINK - Inspector



# CITY OF NEW RICHMOND

## BUILDING & ZONING REQUIREMENTS

(updated 04/2019)

1. No construction or excavation allowed without permit issuance. Permits will not be issued or valid until payment is received. Double permit fees will be assessed for work started without a permit per Ord. Sect. 105-33. Strict erosion control compliance including off-site tracking will be enforced. Placement of dumpsters on City streets requires prior approval from the Director of Public Works.
2. Check with local Building Inspection/Zoning Administrator office prior to any home improvements, landscaping, fencing, pools, excavation, antennas, outdoor wood stoves, paving, planting, misc. construction projects, etc. **Always check private covenants before building. It is the applicant's responsibility to adhere to private covenants.**
3. Municipality NOT responsible for:
  - Any site work or construction performed prior to plan review and building permit issuance.
  - Property line locations.
  - Proper lot/building site validation.
  - Enforcing private covenants.
4. Owner/Builder IS responsible for:
  - Zoning compliance. Inquire about specific zoning requirements.
  - Obtaining utility easements for any services traversing adjacent/contiguous lots or parcels.
  - Verifying that sub-contractor licensing through the State of Wisconsin is current.
  - Declaring if property lines are present at common walls on the building permit application for two unit buildings under separate ownership.
  - Building plans matching the intended construction.
  - Displaying property lines upon initial footing inspection. Setbacks are NEVER measured from the curb - always measure from the property lines
  - Final inspection notification upon completion of project. Occupancy NOT permitted until completion of all conditions on the final inspection report is satisfied.
5. 48-hour UDC inspection notification preferred. Allowances will be made on a case-by-case basis. Any re-inspection shall be subject to a \$75.00 fee for each incident.
6. City of New Richmond Building Inspection/Zoning Administrator office reserves citation authority for violations.
7. City of New Richmond building permit expires 24 months from date of issuance.
8. **Cautionary Statement to Owners Obtaining Building Permits:** 101.65(lr) of the Wisconsin State 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 a negligence of 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 any damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or 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 or death of others or damage to property that is caused by negligence by the contractor that occurs in connection with the work performed under the building permit.
9. **I agree to all applicable codes, statutes and ordinances and with the conditions of this permit: understand that the issuance of the permit creates no legal liability, expressed or implied, on the state or municipality; and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility.**

I, \_\_\_\_\_, understand and agree to these aforementioned conditions.

Dated \_\_\_\_\_

Building Permit # \_\_\_\_\_