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: ❑ Con ❑ Elec ❑ HVAC ❑ Plbg	Lic/Cert# / Mailing Address	Tel. / FAX
Contractor's Name: ❑ Con ❑ Elec ❑ HVAC ❑ Plbg	Lic/Cert# / Mailing Address	Tel. / FAX
Contractor's Name: ❑ Con ❑ Elec ❑ HVAC ❑ Plbg	Lic/Cert# / Mailing Address	Tel. / FAX
Contractor's Name: ❑ Con ❑ Elec ❑ HVAC ❑ Plbg	Lic/Cert# / Mailing Address	Tel. / FAX
Project Address	Subdivision Name	Lot No. / Block No.

Zoning District(s)	Lot Area	Setbacks	Front	Rear	Left	Right
			ft.	ft.	ft.	ft.

1. PROJECT
❑ New ❑ Repair
❑ Alteration ❑ Raze
❑ Addition ❑ Move
❑ Sign ❑ Other

2. AREA INVOLVED
Unfinished Basement Including
Crawl Space _____ Sq Ft
Living Area _____ Sq Ft
Garage _____ Sq Ft
Deck _____ Sq Ft

3. OCCUPANCY
❑ Single Family
❑ Two Family
❑ Type _____
❑ Commercial
❑ Other _____

4. CONST. TYPE
❑ Site-Built
❑ Mfd ❑ UDC ❑ HUD

5. STORIES
❑ 1-Story
❑ 2-Story
❑ Plus Basement
❑ Other _____

6. ELECTRICAL
Entrance Panel Amps:
❑ Underground
❑ Overhead

7. FOUNDATION
❑ Concrete
❑ Masonry
❑ Treated Wood
❑ Slab on Grade
❑ Other _____

8. USE
❑ Seasonal
❑ Permanent
❑ Other _____

9. HVAC EQUIPMENT
❑ Forced Air Furnace
❑ Radiant Basebd/Panel
❑ Heat Pump
❑ Broiler
❑ Central Air Cond.
❑ Fireplace
❑ Other _____

10. SEWER
❑ Municipal
❑ Septic Permit No _____

11. WATER
❑ Municipal Utility
❑ Private On-Site Well

12. ENERGY SOURCE

Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar
Space Htg						
Water Htg						

❑ Dwelling unit has 3 kilowatt or more electric space heating equip.
Infiltration control option is: ❑ Sealing of all joints
❑ Blower door test ❑ Exterior air infiltration barrier

13. HEAT LOSS (CALCULATED)
Envelope _____ BTU/HR
Infiltration _____ BTU/HR

14. PROJECT COST (INCLUDE LABOR)
$

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	_____	❑ Construction	Name _____
SAC	_____	❑ HVAC	Date _____
Impact	_____	❑ Electrical	
Park	_____	❑ Plumbing	Cert No _____
Other	_____	❑ Erosion	Telephone Number 715-246-3736
Total	_____	❑ Other _____	

WHITE - Issuing Jurisdiction YELLOW - Owner/Agent PINK - Inspector

CITY OF NEW RICHMOND

BUILDING & ZONING REQUIREMENTS

(Updated 05/27/2020)

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. Sec. 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.
    - Property owners are responsible to report all project costs, which include but not limited to, all construction work and labor for which the permit is issued, as well as finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment. If, in the opinion of the building inspector, the permit valuation has been underestimated and/or a labor value is not provided, the inspector may assign a valuation based on our internal Valuation Calculator Policy.
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 (1r) 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 any 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 # _____