

262-346-4577 <b>SAFEbuilt.</b>	<b>WI UNIFORM PERMIT APPLICATION</b> <b>hartfordinspections@safebuilt.com</b> <i>Inspections need to be called in by 4 pm for next business day inspections.</i>				PERMIT NO. _____  TAXKEY# _____																					
<b>ISSUING MUNICIPALITY</b>	<input type="checkbox"/> TOWN <input type="checkbox"/> VILLAGE <input type="checkbox"/> CITY OF _____ COUNTY: _____		<b>PROJECT LOCATION</b> (Building Address)		<input type="checkbox"/> COMMERCIAL <input type="checkbox"/> ONE & TWO FAMILY																					
			<b>PROJECT DESCRIPTION</b>																							
Owner's Name _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____																										
Construction Contractor (DC Lic No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____																										
Dwelling Contractor Qualifier (DCQ Lic No.) _____ Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor _____ Telephone - Include Area Code _____																										
Plumbing Contractor (Lic No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____																										
Electrical Contractor (Lic No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____																										
HVAC Contractor (Lic No.) _____ Mailing Address - Include City & Zip _____ Telephone - Include Area Code _____																										
<b>PROJECT INFORMATION</b>			Subdivision Name _____		Lot No. _____																					
Zoning District _____	Lot Area _____ Sq. Ft.	N.S.E.W. _____ <b>Setbacks</b>	Front _____ Ft.	Rear _____ Ft.	Left _____ Ft.    Right _____ Ft.																					
<b>1a. PROJECT</b> <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Raze <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input type="checkbox"/> Other _____		<b>3. TYPE</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi <input type="checkbox"/> Commercial		<b>6. STORIES</b> <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other _____																						
<b>1b. GARAGE</b> <input type="checkbox"/> Attached <input type="checkbox"/> Detached		<b>4. CONST. TYPE</b> <input type="checkbox"/> Site Constructed <input type="checkbox"/> Mfd. UDC <input type="checkbox"/> Mfd. HUD		<b>9. HVAC EQUIPMENT</b> <input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard or Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Other _____																						
<b>2. AREA</b> Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage _____ Sq. Ft. Other _____ Sq. Ft. TOTAL _____		<b>5. ELECTRICAL</b> Entrance Panel Size: _____ amp Service: ___ New ___ Rewire _____ Phase _____ Volts ___ Underground ___ Overhead Power Company: _____		<b>7. FOUNDATION</b> <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> ICF <input type="checkbox"/> Other _____																						
		<b>8. USE</b> <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other _____		<b>10. PLUMBING</b> Sewer <input type="checkbox"/> Municipal <input type="checkbox"/> Septic No. _____																						
				<b>11. WATER</b> <input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well																						
<b>12. ENERGY SOURCE</b> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>Fuel</th> <th>Nat. Gas</th> <th>L.P.</th> <th>Oil</th> <th>Elec. *</th> <th>Solid</th> <th>Solar</th> </tr> <tr> <td>Space Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Water Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> * <input type="checkbox"/> Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.						Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar	Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																				
<b>13. HEAT LOSS (Calculated)</b> Total _____ BTU/HR																										
<b>14. ESTIMATED COST</b> \$ _____																										
I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants 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 Notice to Permit Applicants form. 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"/> 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 Notice to Permit Applicants form.																										
<b>APPLICANT (PRINT):</b> _____ <b>SIGN:</b> _____ <b>DATE:</b> _____																										
<b>APPROVAL CONDITIONS</b> This permit is issued pursuant to the attached 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 and Zoning codes.																										
<b>INSPECTIONS NEEDED</b> Building <input type="checkbox"/> Footing <input type="checkbox"/> Foundation <input type="checkbox"/> Rough <input type="checkbox"/> Insulation <input type="checkbox"/> Bsmt. Fl. <input type="checkbox"/> Final Electric <input type="checkbox"/> Rough <input type="checkbox"/> Service <input type="checkbox"/> Final    Plumbing <input type="checkbox"/> Rough <input type="checkbox"/> Underfloor <input type="checkbox"/> Final    HVAC <input type="checkbox"/> Rough <input type="checkbox"/> Final																										
<b>FEES:</b>		<b>PERMIT(S) ISSUED</b>		SEAL NO. _____    Municipality No. _____																						
Building Fee _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee _____ Other _____ Total _____		Bldg. # At top of form _____ Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">RECEIPT</th> <th style="width:50%;">PERMIT EXPIRATION:</th> </tr> <tr> <td>           CK # _____            Amount \$ _____            Date _____            From _____            Rec By. _____         </td> <td>           Permit expires two years from date issued unless municipal ordinance is more restrictive.         </td> </tr> </table>		RECEIPT	PERMIT EXPIRATION:	CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____	Permit expires two years from date issued unless municipal ordinance is more restrictive.																	
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CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____	Permit expires two years from date issued unless municipal ordinance is more restrictive.																									
		<b>PERMIT ISSUED BY MUNICIPAL AGENT:</b> Name _____ Date _____ Certification No. _____																								

**Village of Eden**  
**104 Pine Avenue, Po Box 65**  
**Eden, WI 53019**  
**920-477-4304**

**TO ALL PERSONS APPLYING FOR BUILDING PERMITS**

**BUILDING INSPECTOR'S OFFICE HOURS** By Appointment

**IMPORTANT TELEPHONE NUMBERS**

To Schedule and Appointment with Inspector 800-422-5220

*VILLAGE ENGINEER - ERIC @ JE ARTHUR 920-922-5703*

**NEEDED FOR NEW HOME PERMITS**

- 1) Survey or site plan showing distances to all lot lines, any structures on property, all streets (see attached for requirements)
- 2) 2 sets of construction plans
- 3) 2 thermal performance sheets (heat loss calculations)
- 4) Drainage plan and erosion control plan
- 5) Signed Conditions of Approval
- 6) Completed building permit application including contractor's license number or cautionary statement
- 7) \$50 preliminary permit application filled out. Cost will be \$75 if taking out sewer permit at that time. Rest of fee will be calculated after submittal
- 8) Miscellaneous:
  - a) Eden has municipal sewer, and private wells
  - b) A \$400 returnable bond is collected when final permits are issued. The \$400 bond will be refunded after Village approval if no violations have occurred on the project
  - c) Plot plans must be approved by the Village before preliminary permit will be issued (see attached)
  - d) After foundation walls are constructed and before back fill occurs, a recert must be submitted to the Village to show compliance with setbacks, elevation and drainage.
  - e) After the recert is approved the inspector can issue building permits (see attached)
  - f) Completed a recert for final grade and drainage compliance needs to be submitted to and approved by the Village.

**NEEDED FOR RESIDENTIAL ADDITIONS**

- 1) Survey or site plan showing distances to all lot lines, any structures on property, all streets
- 2) 2 sets of construction plans
- 3) 2 thermal performance sheets (heat loss calculations)
- 4) Signed Conditions of Approval
- 5) Completed building permit application including contractor's license number or cautionary statement
- 6) Drainage plan and erosion control plan
- 7) Fee will be calculated after submittal

**NEEDED FOR RESIDENTIAL REMODEL**

- 1) 2 sets of construction plans
- 2) Signed Conditions of Approval
- 3) Completed building permit application including contractor's license number or cautionary statement
- 4) Fee will be calculated after submittal

than \$200.00 and each day of violation shall constitute a separate offense.

6. This ordinance shall take effect upon its passage, approval and posting as provided by law.

5. **MOTOR VEHICLES AND PARKING**

A. No commercial motor vehicle exceeding 5 tons rated capacity shall be stored in any storage garage.

B. In any business or industrial district, wherever a lot abuts upon a public or private alley, sufficient space for the loading or unloading of vehicles shall be provided on the lot in connection with any business or industrial use so that the alley shall at all times be free and unobstructed to the passage of traffic.

C. All theaters, arenas, auditoriums, churches or other places of public gathering hereafter erected shall provide an accessible parking space off the public street of sufficient size to accommodate at least 1 car for every 10 seats provided.

D. Every dwelling hereafter erected or structurally altered shall provide motor vehicle parking space off the public street and accessible thereto in the ratio of not less than 1 such parking space for each family which the building is designed to accommodate.

E. Every building hereafter erected or structurally altered for any industrial use shall provide not less than 1 parking space for each 4 persons employed at any one time on the premises, plus at least 1 additional parking space for each vehicle operated in connection with the use of such building.

F. Driveway approaches, aprons, and placement shall be as adopted in the Village of Eden Subdivision Control Ordinance, Section 6, (5).

6. **SINGLE FAMILY RESIDENCE DISTRICT.**

In the single family residence district, no building or premises shall be used and no building shall hereafter be erected, moved or structurally altered, unless otherwise provided in this ordinance, except for one or more of the following uses:

A. Single family dwellings.

B. Churches, convents, public and parochial schools and day care facilities. Municipal buildings, except sewage disposal plants, garbage incinerators, public



warehouses, public garages, public shops and storage yards. Public recreational and community center buildings and grounds, such as parks, playgrounds, golf courses and swimming pools.

C. Telephone buildings, exchanges and lines, transformers and neighborhood or unit electrical substations, provided there is no service garage or storage yard; telephone, telegraph and power transmission poles and lines and necessary mechanical appurtenances, including portable public utility equipment housings and structures. This regulation, however, shall not include microwave radio relay structures or substations larger than the neighborhood or unit size unless and until the location thereof shall first have been approved by the Village Board, after investigation and public hearing. The setback requirements of this ordinance shall not be applied to the necessary and customary construction, reconstruction, repair or maintenance of public utility poles, towers, lines and appurtenances.

D. Truck gardening and nurseries only for the propagation of plants.

E. Roadside stands; provided that no such roadside stand shall be more than 300 square feet in ground area and there shall be not more than one roadside stand on any one premises.

F. Accessory buildings or 1 private garage or 1 private stable when such buildings are located not less than 60 feet from the front lot line. See SECTION 4, A8.

G. Not over 2 boarders or lodgers not members of the family.

H. Railroad right-of-way and passenger depots, not including switching, storage, freight yards or siding.

I. Uses customarily incident to any of the above uses when located on the same lot and not involving the conduct of a business.

J. Home occupations, provided that such occupation is incidental to the use of the premises for residential purposes, that no external alteration is made which effects a substantial change in the residential character or appearance of the home, that no article is sold or offered for sale on the premises except such as is produced by such occupation, that no stock in trade is kept or sold, that no mechanical equipment is used other than such as is permissible for purely domestic purposes and that no person other than a member of the immediate family living on the premises is employed.

K. Professional offices, provided that such office is incidental to the use of the premises for residential purposes, that no external alteration is made which effects a substantial change in the residential character or appearance of the home, that not more



than 50% of the floor area of only one story of the home shall be occupied by such office and that not more than 2 persons not members of the resident family may be employed in such office.

**L. Signs as follows:**

1. One sign, on the premises, for each professional person or home occupation, not over one square foot in area.
2. One announcement sign or bulletin board for each public, religious or educational institution, not over 12 square feet in area.
3. A sign, not over 4 square feet in area, pertaining to the lease, hire or sale of a building or premises, except that there may be 2 such signs for a group or more than 3 contiguous vacant lots.
4. Two signs, not over 4 square feet in area, for each roadside stand.
5. Signs for the protection of persons or property.
6. Signs placed by the public authorities for the guidance or warning of traffic.
7. Provided that no advertising sign of any other character shall be permitted in the single family residence district; and provided further that all permitted signs, except signs placed by the public authorities or required to be located otherwise by law shall be located on the premises to which they relate, and at least 5 feet from the inside sidewalk line, and that no such sign shall be illuminated unless such sign and illuminating device are located entirely within one foot of a street wall of the main building, except as provided in sec. 8.07 of this code.

**M. Additional uses by special permit. See SECTION 4, A9 of this Ordinance.**

**6.1 HEIGHT AND AREA. (Single Family Residence District)**

In the single family residence district, the height of buildings, the minimum dimensions of yards and the minimum lot area per area per family shall be as follows:

- A. Height.** Buildings hereafter erected or structurally altered shall not exceed 35 feet. See SECTION 4, C1-7 of this Ordinance.

dimensions of yards and the minimum lot area per family shall be as follows:

A. Height. The height regulations for the multiple family residence district shall be the same as those for the single family residence district.

B. Side Yard. The side yard regulations for the multiple family residence district shall be the same as those for the single family residence district.

C. Setback Front. The setback regulations for the multiple family residence district shall be the same as those for the single family residence district.

D. Rear Yard. The rear yard regulations for the multiple family residence district shall be the same as those for the single family semi-detached residence district.

E. Lot Area Per Family. Every building hereafter erected, moved or structurally altered for occupancy by 1 family shall provide a lot area of not less than 9,600 square feet and no such lot shall be less than 80 feet in width; every building hereafter erected, moved or structurally altered for occupancy by more than one family shall provide a lot area per family not less than the areas shown in the following table:

<u>Number of Families</u>	<u>Lot Area Per Family</u>
2	5,000 sq. ft.
3	4,500 sq. ft.
4	4,000 sq. ft.
More than 4	Area required for 4 families plus 1,000 sq. ft. for each family over 4

Provided that no corner lot laid out or divided after the effective date of this ordinance shall be less than 95 feet in width. See SECTION 4, A7; B1 and 2.

## 7.2 MINIMUM FLOOR AREA.

Every building hereafter erected, moved or structurally altered for occupancy by 1 family shall provide a floor area of not less than 750 square feet per family. Every building hereafter erected, moved or structurally altered for occupancy by more than 1 family shall provide a floor area not less than 600 square feet per family.

## 7.3 AUTO PARKING.

The parking regulations for Multiple Family Residence District shall be the same as those for the Single Family Semi-Detached District. See SECTION 5 of this Ordinance.



Provided that no corner lot shall be laid out or divided after the effective date of this ordinance shall be less than 95 feet in width. See SECTION 4, A7; B1 and 2.

F. Minimum Floor Area. Every building hereafter erected, moved or structurally altered for occupancy by one family shall provide a floor area of not less than 750 square feet per family. Every building hereafter erected, moved or structurally altered for occupancy by more than one family shall provide a floor area of not less than 600 square feet per family.

G. Auto Parking. Every dwelling hereafter erected or structurally altered shall provide motor vehicle parking space off the public street and accessible thereto in a ratio of not less than one such parking space for each family which the building is designed to accommodate. See SECTION 5 of this Ordinance.

H. Vision Clearance. The vision clearance requirements in the single family semi-detached residence district shall be the same as the single family residence district.

#### 7. MULTIPLE FAMILY RESIDENCE DISTRICT – USE – R-3.

In the multiple family residence district, no building or premises shall be used and no building hereafter be erected, moved or structurally altered, unless otherwise provided in this ordinance, except for one or more of the following uses:

A. Any use permitted in the single family residence district; multiple family dwellings.

B. Boarding houses and lodging houses.

C. Public hospitals or clinics, except veterinary hospitals or clinics, public corrective institutions and asylums, public or private sanitariums, when every building of any such institution shall be located not less than 50 feet from any lot in a residence district not used for the same purpose.

D. Nursing homes, convalescent homes and homes for the aged, when conducted in a residential building and when no external alterations are made that would effect a substantial change in the residential character or appearance of the building.

E. Private clubs and lodges, except those whose chief activity is a service customarily carried on as a business.

##### 7.1 HEIGHT AND AREA. (Multiple Family Residence District)

In the multiple family residence district, the height of buildings and the minimum

there shall be a vision clearance triangle, bounded by the street lines and a line connecting the points at which such street lines are intersected by the projections or extensions of the rear lines of the required front and side street side yards. Within such triangle no structure or object of natural growth shall be constructed, maintained or permitted to grow between a height of 2½ feet and 10 feet above the elevation of the street pavement at the intersection of the centerlines of the streets bounding the property, or the elevation of the top of the curb nearest such intersection, if there be a curb. This regulation shall not apply to the trunks of trees, fence posts not over 6" square or in diameter, retaining walls supporting ground at or below its natural level, or wire fences so designed and constructed as not to constitute a substantial obstruction to the view of motorists and pedestrians across the vision clearance triangle from one street to another.

## 6.2 SINGLE FAMILY SEMI-DETACHED DISTRICT- R-2.

The single family semi-detached district is defined to mean that there shall be no more than two single family units attached together side by side, or up and down, upon one lot.

A. Permitted Use. The permitted use in the single family semi-detached district shall be the same as in the single family residence district.

B. Side Yard. There shall be a side yard on each side of the building hereafter erected, moved or structurally altered. The side yard shall be the sum of the width of the required side yard and shall be not less than 12 feet and no single yard shall be less than 6 feet in width. A side yard shall be provided on the street side of a corner lot as required under "Setback" below.

C. Street Yard  
Setback. The setback regulations for the single family semi-detached district shall be the same as those for the single family residence district.

D. Rear Yard. Minimum rear yard shall be 35 feet in the single family semi-detached residence district.

E. Lot Area Per Family. Every building hereinafter erected, moved or structurally altered for occupancy by one family shall provide a lot area of not less than 9,600 square feet and no such lot shall be less than 80 feet in width; every building hereafter erected, moved or structurally altered for occupancy by more than one family shall provide a lot area per family not less than the area shown in the following table:

<u>Number of Families</u>	<u>Lot Area per Family</u>
2	5,000 sq. ft.



B. Side Yard. There shall be a side yard on each side of a building hereafter erected, moved or structurally altered. For buildings not over 1½ stories high, the sum of the widths of the required side yards shall be not less than 12 feet and no single side yard shall be less than 6 feet in width. For buildings from 2 to 2½ stories in height, the sum of the widths of the required side yards shall be not less than 15 feet and no single side yard shall be less than 8 feet in width. Provided, however, that on a lot having a width of less than 60 feet and of record at the time of the passage of this ordinance, the sum of the width of the required side yards shall not be less than the equivalent of 2.4 inches per foot of lot width for a building not over 1½ stories in height and 3 inches per foot of lot width for a building from 2 to 2½ stories in height, provided further that the width of any single side yard shall be not less than 40% of the total required side yard width, but in no case less than 4 feet. A side yard shall be provided on the street side of a corner lot as required under "Setback" below. See SECTION 4, A7; D1, 2, and 7 of this Ordinance.

C. Street Yard  
Setback. Unless otherwise provided, there shall be a setback on every lot in this district of not less than 25 feet, provided that on any corner lot less than 75 feet wide and of record at the time of the passage of this ordinance, the setback on the side street may be reduced by ½ foot for each foot by which the width of the said corner lot is less than 75 feet, but in no case to less than 10 feet; provided, however, that no accessory building shall project beyond the setback line of the lot abutting the yard in which such accessory building is located. See SECTION 3 "Setback" and SECTION 4, A7; D3 of this Ordinance.

D. Rear Yard. There shall be a rear yard having a depth of not less than 25 feet. See SECTION 4, A7; D3, 2, 6 and 7 of this Ordinance.

E. Lot Area Per Family. Every building hereafter erected, moved or structurally altered shall provide a lot area of not less than 9,600 square feet per family and no such lot shall be less than 80 feet in width; provided that no corner lot laid out or divided after the effective date of this ordinance shall be less than 95 feet in width. See SECTION 4 A7; B1 and 2 of this Ordinance.

F. Minimum Ground Floor Area.

1. One story dwellings - not less than 900 square feet.
2. Split level dwelling - not less than 800 square feet.
3. Two story and 2½ story dwellings not less than 600 square feet.

Auto parking as above. See SECTION 5 - Motor Vehicles and Parking.

G. Vision Clearance. On every corner lot in the single family residence district,

#### **7.4 VISION CLEARANCE.**

On every corner lot in the multiple family residence district, there shall be a vision clearance triangle, bounded by the street lines and a line connecting the points at which such street lines are intersected by the projections or extensions of the rear lines of the required front and side street side yards. Within such triangle no structure or object or natural growth shall be constructed, maintained or permitted to grow between a height of 2½ feet and 10 feet above the elevation of the street pavement at the intersection of the centerlines of the streets bounding the property, or the elevation of the top of the curb nearest such intersection, if there be a curb.

This regulation shall not apply to the trunks of trees, fence posts not over 6 inches square or in diameter, retaining walls supporting ground at or below its natural level, or wire fences so designed and constructed as not to constitute a substantial obstruction to the view of motorists and pedestrians across the vision clearance triangle from one street to another.

#### **8. BUSINESS DISTRICT.**

**8.1 Use.** In the business district no building or premises shall be used and no building shall hereafter be erected or structurally altered, unless otherwise provided in this ordinance, except for one or more of the following uses:

- A. Any use permitted in the multiple family residence district.
- B. Any of the following specified uses:
  - 1. Animal hospital, pet shop.
  - 2. Art shop, antique shop, gift shop.
  - 3. Automobile sales and service establishments, public garage, parking lot.
  - 4. Bakery (retail).
  - 5. Bank, financial institution.
  - 6. Barber shop, beauty parlor.



- 6) Failure to request any inspection will be the responsibility of the contractor and/or property owner. No construction shall be deemed approved by default or lack of inspection by the Building Inspector.
- 7) The expense of uncovering or exposing any work which must be inspected, where such work was required by the failure of the owner to request any inspection, will be the responsibility of the contractor and/or property owner.
- 8) Records. The Building Inspector shall perform all administrative tasks required by the Department under all codes covered in Section 6. In addition, the Inspector shall keep a record of all applications for permits and shall number each permit in the order of its issuance.

## 9. SUBMISSION OF PLAN

The owner or contractor shall, with respect to any proposed construction or demolition, submit two sets of building plans to the Inspector for any work which expands the size of a building, any new building or as required by the Inspector. If a new building or building addition is proposed, then a plot plan showing such proposed work and existing buildings and property lines shall be submitted. A third set of plans may be requested at the discretion of the Building Inspector for the Assessor. The Building Inspector may require the owner or contractor to submit plans for any construction or demolition project when the Building Inspector determines that it is necessary to review such plans to assure that the proposed project will comply with all applicable codes.

1. The above-described "plot plan" for a new building shall be a parcel survey (one original with Surveyor's signature and stamp plus two copies). Said survey shall show the following:
  - a. Location and dimensions of all existing and proposed buildings
  - b. Lot dimensions and all lot corner elevations using U.S.G.S. datum
  - c. Building Setbacks
  - c. Location and elevation using U.S.G.S. datum of driveway and driveway approach (including the flare)
  - d. The elevation of the proposed structure using U.S.G.C. datum (must be in accordance with the approved grading plan)
  - e. Elevation of the lot and relation to sidewalk, street, etc. using U.S.G.S. datum



- f. Elevation and setback of adjacent buildings using U.S.G.S. datum
  - g. Type of monuments at lot corners (i.e., I.P.)
  - h. Water courses, easements and drainage pattern
  - i. Seal and signature of surveyor/professional engineer
2. The Village shall issue its preliminary building permit as a result of the above submittals subject, however, to the owner confirming the actual elevations and location of the foundation once it is installed. No further construction work can be completed on the new building until submission of a recertification of the foundation elevations and location, confirming that the foundation elevations and location conform with the original permit and application regulations.

#### **SECTION 10. ISSUANCE OF PERMITS**

1. The Inspector shall issue the requested permit as a preliminary permit to construct the foundation if the owner or contractor demonstrates that all State, County and Local submission requirements are satisfied. If a permit card is issued, it shall be posted at the Job Site in a visible location from the street. A preliminary permit is valid for six months. A preliminary permit may be extended for a specific time frame upon Building Inspector's approval and payment of appropriate fees.
2. Upon completion of the foundation, the owners or contractor shall submit a recertification by a surveyor/professional engineer identifying setbacks and elevations. Said recertification shall be submitted to the Building Inspector who shall review it to determine that local setback and elevation requirements are satisfied. If the existing foundation conforms to the local requirements, a final building permit shall be issued and if a permit card is issued, it shall be posted at the job site in a visible location from the street. Final building permits are valid for two years. A final building permit may be extended for a specific timeframe upon Building Inspector's approval and payment of appropriate fees.
3. By accepting a permit, the applicant, owner or contractor grants the Building Inspector the right of access to the real estate on which the permitted construction or demolition will occur.
4. Permits are issued conditionally on the condition that the owner and/or contractor(s) shall conform to the



requirements of all applicable codes, zoning ordinances and setback requirements in constructing the building.

5. Upon completion of construction and final grading, the owner/contractor shall provide notice to the Building Inspector and the Village shall check the elevations of the final grade contours to insure that they conform to approved drainage plans and yard elevations. The cost of determining the elevations of final grade contours shall be borne by the Village. If the elevations are not correct, the Building Inspector shall notify the property owner and contractor and the final grade contour shall be brought to their proper elevations by owner/contractor within thirty days of notice by the Building Inspector of the violation. Thereafter, any cost incurred in rechecking the elevations shall be borne by the property owner who shall pay said costs within thirty (30) days of receipt of an invoice therefor. In the event a property owner fails to pay the invoice as provided herein, the Building Inspector shall certify the amount of the unpaid invoice to the Village Clerk who shall cause said amount to be added to the tax bill for the separate parcel.
6. The elevation for drainage plans shall be as set forth in the subdivision drainage plan or as determined by the Village Engineer if the building site is not subject to a formal drainage plan. Elevations for new residences are as set forth in Section 5 (8) of the Village of Eden Subdivision Control Ordinance.

## **11. COMPLETION DEPOSIT REQUIRED**

A deposit of \$400 is required for all projects whose total costs, including labor, materials and supplies, will equal or exceed \$1,500. This deposit applies to any demolition projects that exceed this expense limit. The deposit shall be refunded after the project is completed and the building inspector has found that the building or other improvement and final yard grading elevation complies with all applicable codes and the lawn is seeded and growing. The deposit shall be forfeited if occupancy occurs before final inspection or extends after a temporary occupancy permit expires. The deposit shall also be forfeited if the exterior of the building or improvement is not finished within two years of the date the permit is issued. Finally, the deposit shall be forfeited if the final grading and seeding for the yard at its established elevation is not completed within one year of occupancy or, if said premises are not occupied, the final grading and seeding for the yard at its established elevation is not completed within two years of the date the permit is issued.

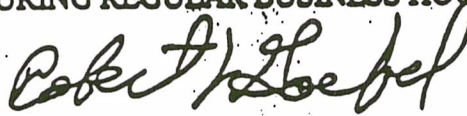
VILLAGE OF EDEN  
PO BOX 65  
EDEN, WI 53019  
920-477-4304

**CONSTRUCTION IN GRAHL MEADOWS**  
**SUBDIVISION - PHASE 3**

**THERE IS TO BE NO CONSTRUCTION TRAFFIC  
ON REAGAN DRIVE.**

**ALL CONSTRUCTION TRAFFIC MUST USE  
SHADY LANE TO SEYBOLD DRIVE ENTRANCE.**

**IF THERE ARE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT OUR  
OFFICE DURING REGULAR BUSINESS HOURS.**



**ROBERT J. GOEBEL  
VILLAGE PRESIDENT  
August 3, 2006**



**VILLAGE OF EDEN  
CONSTRUCTION RECERTIFICATION  
FOR ISSUANCE OF FINAL BUILDING PERMIT**

Return to: Village of Eden  
P.O. Box 230  
Eden, WI 53019

Property Address: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

*NOTE: All measurements shown in the "actual" column must reflect actual measurements taken on site by a registered land surveyor. A surveyor's stamp attesting to the actual first floor elevation and setbacks must appear on this construction recertification prior to requesting any rough inspections.*

	Code	Requested/ Approved	Verified Actual	Inspector Yes/No
Front Yard	_____	_____	_____	_____
Rear Yard (or front #2)	_____	_____	_____	_____
Side Yard	_____	_____	_____	_____
Side Yard	_____	_____	_____	_____
Top of Wall Elevation	_____	_____	_____	_____

*NOTE: The purpose of this form is to verify that final foundation grade and location conforms to Village ordinance or approved variances. This form must be approved by the Village before foundation backfill inspection can take place.*

# NOTICE TO PERMIT 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 <http://dhs.wisconsin.gov/lead/WisconsinRRPRule.htm> 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.

*Signature below indicates receipt and acknowledgement of the contents of this document.*

Applicant/Property Owner Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parcel Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Fire Number and Street Address of Project: \_\_\_\_\_

☐ File Copy

☐ Applicant/Owner Copy