



Village of
Little Chute
Inspections
Department

Information Regarding Issuance of
Permits for Residential Construction &
Remodeling

TABLE OF CONTENTS

Introduction	1
Fee Schedule	2
Project Permit Requirements—General	3
Building Permit Requirements	4
Electrical, Plumbing, HVAC Permit Requirements	5
Curb Cut, Moving, Demolition of Building	6
Required Inspections	7
Adopted Codes	8
Steps to Obtain a Building Permit	9
Required Plans - Examples	
Foundation	10
Floor Plan	11
Elevations	12
Cross Section	13
Plat of Survey	14
Sample Plot Plan for Fence or Driveway	15
Sample Plot Plan for Detached Garage	16
Sample Plot Plan for Shed with Utility Easement	17
Sample Plot Plan for Shed without Utility Easement	18
Sample Plot Plan for Above Ground Swimming Pool & Deck	19
Sample Plot Plan for Deck	20
Sample Plot Plan for Unattached Above Ground Swimming Pool	21

INTRODUCTION

This publication is provided to assist you in determining the requirements for obtaining a permit for your proposed construction.

It should be noted that the requirements for obtaining a permit is for the benefit of the property owner. There are code requirements that have been developed by the State of Wisconsin to provide for the health and safety of all occupants within the building. The Village of Little Chute has elected to supervise these requirements through the Inspections Department by requiring permits and inspection of all ongoing projects. Once a permit has been issued for a trade, the Inspections Department will then perform continuing inspections of the project to verify that the code requirements have been met.

When the project is completed, a final inspection will be made. If no violations of codes are found that would affect the health or safety of the occupants, a Certificate of Occupancy will be issued for the project.

Again, the Inspections Department would like to emphasize that the code requirements are for the benefit of the property owner. The Inspections are provided by this department to assure that there are no violations of the building, heating and ventilating, electrical and plumbing codes.

If you have any questions regarding the information contained in this publication, please contact the Inspections Department at (920) 788-7380. Our office hours are 8:00 A.M.-4:30P.M., Monday through Friday.

VILLAGE OF LITTLE CHUTE, INSPECTION DEPARTMENT FEE SCHEDULE

AMENDED & ADOPTED: October 11, 2012

SINGLE FAMILY DWELLING.....	\$400 + \$33(state stamp) + \$200 (park fee) = \$633.00
DUPLEX.....	\$800 + \$33(state stamp) + \$200 per unit (park fee) = \$1,233.00
MULTI-FAMILY FOR UNITS 1 & 2.....	\$400 + \$200 per unit (park fee) = \$800.00
+ ADDITIONAL APARTMENT UNITS	\$100 + \$200 per unit (park fee) = \$300.00
RESIDENTIAL ADDITIONS	\$ 75.00 + \$ 4.00/\$1000 OF COST
RESIDENTIAL REMODELING.....	\$ 10.00 + \$ 4.00/\$1000 OF COST (Includes siding, roofing, window/door resizing, etc.)
NEW COMMERCIAL/INDUSTRIAL	\$ 200.00 + \$ 10.00/100 SQ FT
COMMERCIAL/INDUSTRIAL ADDITIONS	\$100.00 + \$ 10.00/100 SQ FT
COMMERCIAL/INDUSTRIAL REMODELING	\$ 40.00 + \$ 5.00/\$1,000 OF COST
GARAGES	\$ 80.00
SHEDS, FENCES, ANTENNAES, SATELLITE DISHES, ETC.....	\$ 40.00
POOLS, HOT TUBS, JACCUZIS	\$ 45.00
PORCHES, DECKS, PATIOS, ETC.....	\$ 20.00 + \$ 5.00/\$1000 OF COST
WRECKING, RAZING-PRIMARY STRUCTURE.....	\$ 50.00
WRECKING, RAZING-SECONDARY STRUCTURE.....	\$ 30.00
MOVING <u>PRINCIPAL BUILDINGS WITHIN VILLAGE</u>	\$200.00
MOVING <u>ACCESSORY STRUCTURES WITHIN VILLAGE</u>	\$ 50.00
MOVING <u>PRINCIPAL</u> BLDGS INTO <u>FROM OUTSIDE OF VILLAGE LIMITS</u>	\$300.00
MOVING <u>ACCESSORY</u> BLDGS INTO <u>FROM OUTSIDE OF VILLAGE LIMITS</u>	\$ 75.00
SIGNS - UNLIGHTED.....	\$ 40.00
SIGNS - LIGHTED	\$ 75.00
ELECTRICAL (Maximum \$500.00)	\$ 20.00 + \$ 4.00/\$100 OF COST
PLUMBING	\$ 30.00 + \$ 5.00/FIXTURE
SANITARY SEWER LATERAL PERMITS.....	\$ 30.00
WATER LATERAL PERMITS	\$ 30.00
STORM WATER LATERAL PERMITS.....	\$ 30.00
HEATING	EACH UP TO 120,000 B.T.U. \$ 60.00
"	EACH 120,000 TO 160,000 B.T.U. \$ 80.00
"	EACH OVER 160,000 B.T.U. \$ 100.00
AIR CONDITIONING.....	EACH \$ 40.00
FIREPLACES	\$ 50.00
WOOD BURNING FURNACES	\$ 50.00
FLAMMABLE LIQUID STORAGE TANKS \$/EACH.....	\$ 50.0

RESIDENTIAL PROJECT PERMIT REQUIREMENTS

The following activities require issuance of a permit prior to commencement of work on the portion of the project covered by that activity.

1. Construction of any building- the category includes; Houses, garages, storage sheds and any structure that forms an enclosure. (Farm buildings not intended to shelter humans do not require a permit; however a plot plan must be filled with the Inspections Department to ascertain compliance with setback requirements).
2. Additions to buildings, porches, decks, etc.
3. Remodeling- this category includes; roofing, siding, kitchen cabinets, windows, paneling, moving or eliminating walls, etc. but does not include painting or carpeting.
4. Heating and Ventilating:
 - a. Any installation of heating equipment and the heat runs to the various rooms of the building.
 - b. Any replacement of any existing unit.
 - c. Any change in the fuel source.
5. Electric System- Any work on electrical system must be performed by an electrician licensed by the Village of Little Chute, except that the owner of a one family residence, owned and occupied by the owner as the owner's home, may perform wiring beyond the main disconnect with that home; however, a permit must still be issued for such work.
6. Plumbing- All plumbing must be performed by a State of Wisconsin licensed plumber, licensed for the installation contemplated, except that the owner of a one family residence, owned and occupied by the owner as the owner's home, may perform within that home; however, a permit must still be issued for such work.
7. Miscellaneous Permits- Permits are also required for the following activities:

A. Curb cut	F. Signs
B. Moving of Buildings	G. Satellite Dishes
C. Demolition of Buildings	H. Swimming Pools
D. Fences	I. Hot Tubs
E. Sheds	J. Driveways, Patios & Retaining walls

BUILDING PERMITS

The following plans and specifications are required to be submitted to the Inspections Department for review and issuance of permits.

ONE AND TWO FAMILY DWELLINGS*

NEW BUILDINGS/ADDITIONS

1. Plat of Survey
2. Erosion Control Plan
3. Cross Section of Bldg.
4. Energy Calculation
5. Elevation Plan (2 Sets)
6. Foundation Plan (2 Sets)
7. Floor Plan (2 Sets)

GARAGES/ ACCESSORY BUILDINGS/ REMODELING/ DECKS, ETC. (IF APPLICABLE)

1. Plot Plan
2. Elevation Plan
3. Foundations Plan
4. Floor Plan
5. Header and Support Sections

PLEASE NOTE: Many premanufactured storage buildings come with a set of construction plans- these will be sufficient for the submitted permit plan. If the building is to be placed on the foundation, a foundations plan is required. **A PLOT PLAN WILL ALWAYS BE REQUIRED FOR PROPER SETBACK DETERMINATION!**

***THERE CAN BE NO CONSTRUCTION OVER A GAS LINE-THIS INCLUDES; STRUCTURES, DECKS, DRIVEWAYS, PORCHES, ETC.**

***STRUCTURES MAY NOT BE CONSTRUCTED OVER OR UNDER ELECTRIC LINES-THIS INCLUDES: DECKS, SWIMMING POOLS, ETC.**

PERMITS FOR
ELECTRIC – PLUMBING – H.V.A.C.

1. ELECTRIC PERMITS -

- A. For new one and two family dwellings, the Electrical Contractor can obtain the permit immediately upon application as the required information was submitted at the time of Building Permit Application for the project.
- B. For additions, remodeling, etc. of a one or two family residence or where the owner of a one family residence is allowed to perform the contemplated work, a plan of outlining that work must be submitted prior to issuance of the permit.

2. PLUMBING PERMITS -

- A. For new one and two family dwellings, the Plumbing Contractor can obtain the permit immediately upon application, as the required information was submitted at the time of Building Permit Application for the project.
- B. For additions, remodeling, etc. of a one or two family residence or when the owner of a one family residence is allowed to perform the contemplated work, a plan outlining that work must be submitted prior to issuance of the permit.
- C. For installation of sewer and water laterals, the installer must obtain a permit prior to installing the laterals.

3. HEATING, VENTILATING AND AIR CONDITIONING PERMITS -

- A. For new one and two family dwellings, the Heating Contractor or owner may obtain the permit as the required information was submitted at the time of Building Permit Application for the project.
- B. For other hearing permit requests for the one and two family dwellings- any change in unit installation (change in unit or fuel source) will require submission of the specifications for the proposed unit installation for review and issuance of the permit.

PERMITS FOR CURB CUT – MOVING PERMIT- DEMOLITION OF BUILDINGS

1. CURB CUT- Where the curbing exists and an owner desires to cut a driveway opening, a permit must be obtained. The Public Works Department is required to limit the driveway opening “as much as possible” consistent with the use of the property.

2. MOVING PERMIT- Where moving of a building is contemplated, the following rules apply:
 - A. Application must be made at least 48-hours prior the issuance of the permit - The route contemplated must be approved by the Village Engineer and the Police Chief.

 - B. All Utilities serving the building must be properly abandoned. Please contact the Inspections Department regarding this requirement.

 - C. If the building is being moved to another location within the Village, permits will be required for any trades necessary to provide work to properly install the building on the premises.- i.e.; plot plan, footings and foundation plan, electric, plumbing, etc.

3. DEMOLITION OF BUILDINGS- To demolish a building, a permit must be obtained to insure that all Utilities on the Site are properly abandoned, that the site has be restored to a point that presents no hazards and the demolished materials have be properly removed from the premises.

ADOPTED CODES FOR CONSTRUCTION

1. Uniform Dwelling Code - (For One and Two Family Dwellings)

ILHR Chapters 20-25

Available From: State of Wisconsin
Document Sales and Distribution
P.O. Box 7840
Madison, WI 53707
Phone: (608) 266-3358

2. Plumbing Code - (For All Plumbing Projects)

ILHR Chapters 82-84

Available From: State of Wisconsin
Document Sales and Distribution (as noted above)

3. Electric Code

ILHR Chapter 16

Available From: State of Wisconsin
Document Sales and Distribution (as noted above)

National Electrical Code

Available From: National Fire Protection Association
Battery March Park
Quincy, MA 02269

4. Heating and Ventilating Code

One and Two family Dwellings- Part of ILHR Chapters 20 - 25

All others- Part of Commercial Code- IND. 50 - 64

5. Zoning Code of the Village of Little Chute

James E. Moes
Zoning Administrator
108 W. Main St.
Little Chute, WI 54140
Phone: (920) 788- 7380

OBTAINING A BUILDING PERMIT IN THE VILLAGE OF LITTLE CHUTE

1. Start at the Village Building Inspections Department located in the Village Hall, 108 W. Main Street (Hours 8:00 A.M. to 4:30 P.M.)
2. Determine the size and zoning of parcel on which construction will be done.
3. Gather together all restrictions pertaining to lot.
4. Prepare necessary drawings to scale.

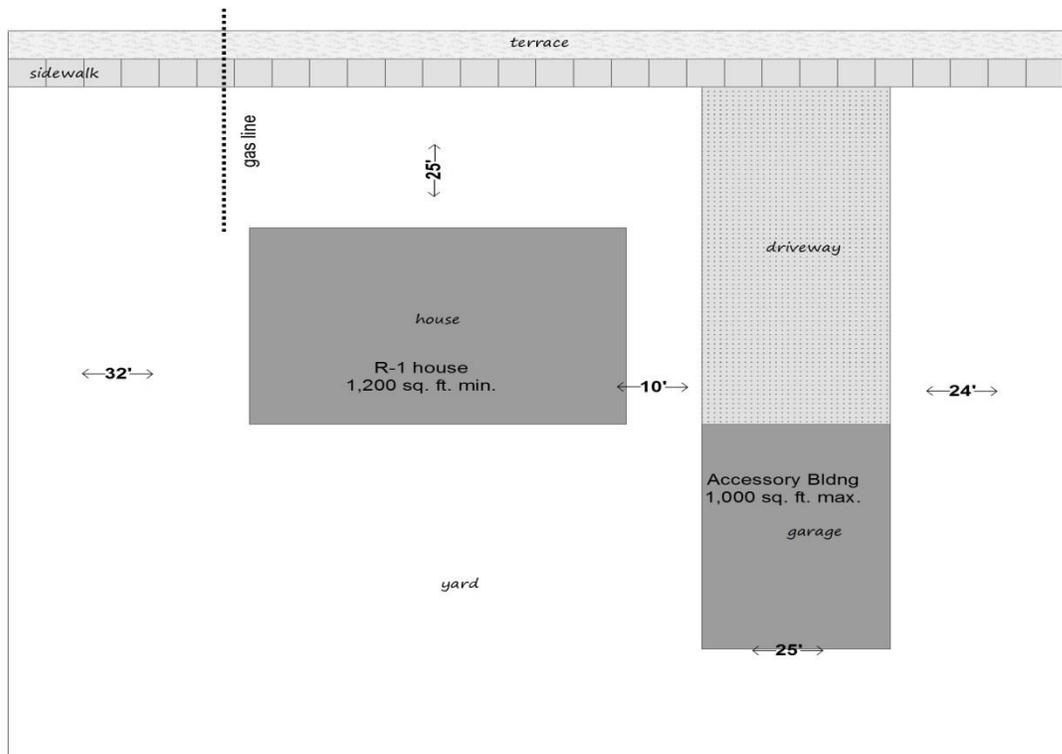
NEW CONSTRUCTION/ ADDITIONS

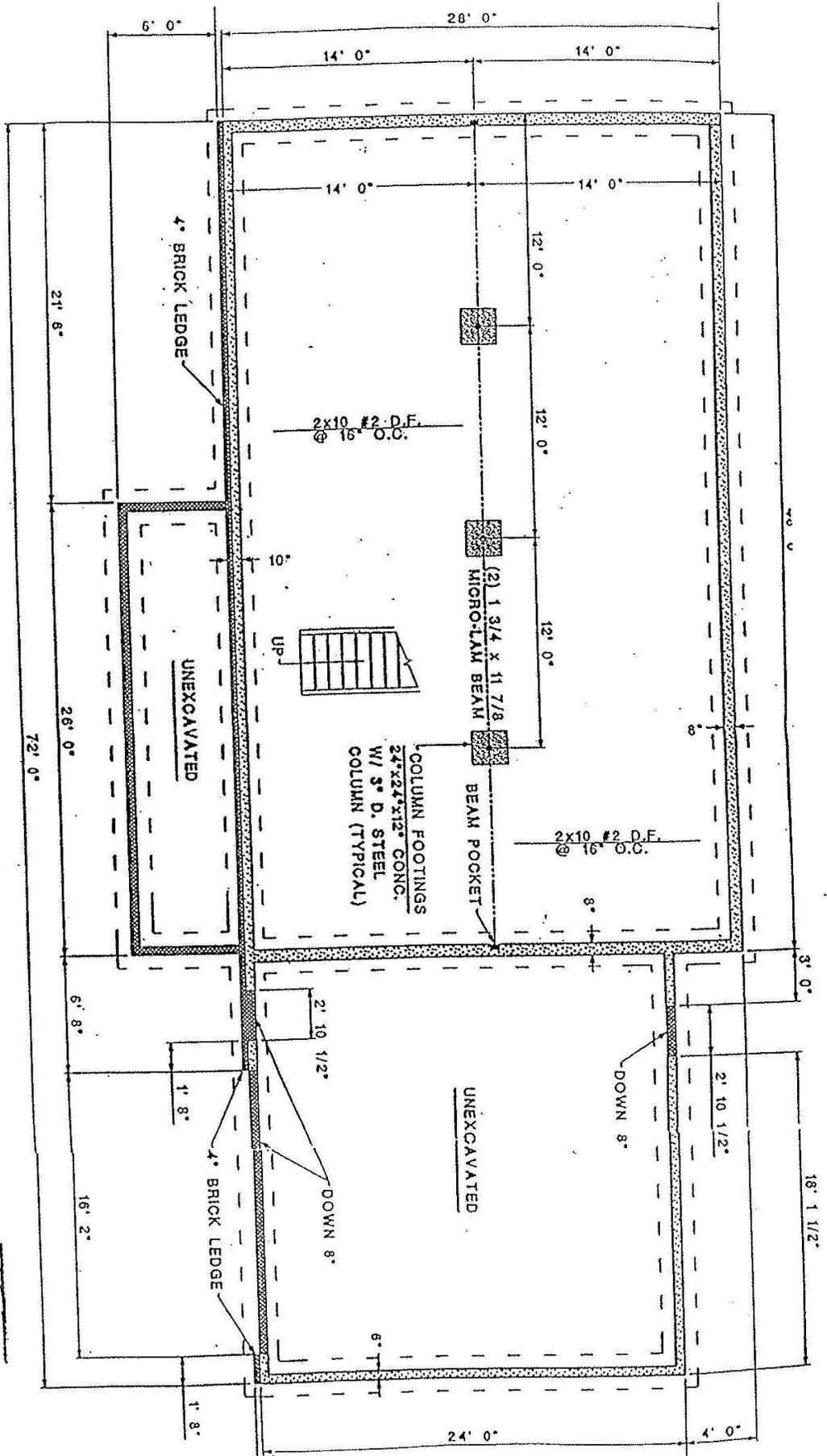
1. Plat of Survey (See Example)
2. Foundation Plan (2 Set)
3. Evaluation Plan (2 Sets)
4. Section of Building
5. Energy Calculations
6. Erosion Control Plan

ACCESSORY/ REMODELING

1. Plot Plan (See Example)
2. Foundation Plan
3. Floor Plan
4. Elevation Plan
5. Section of Building

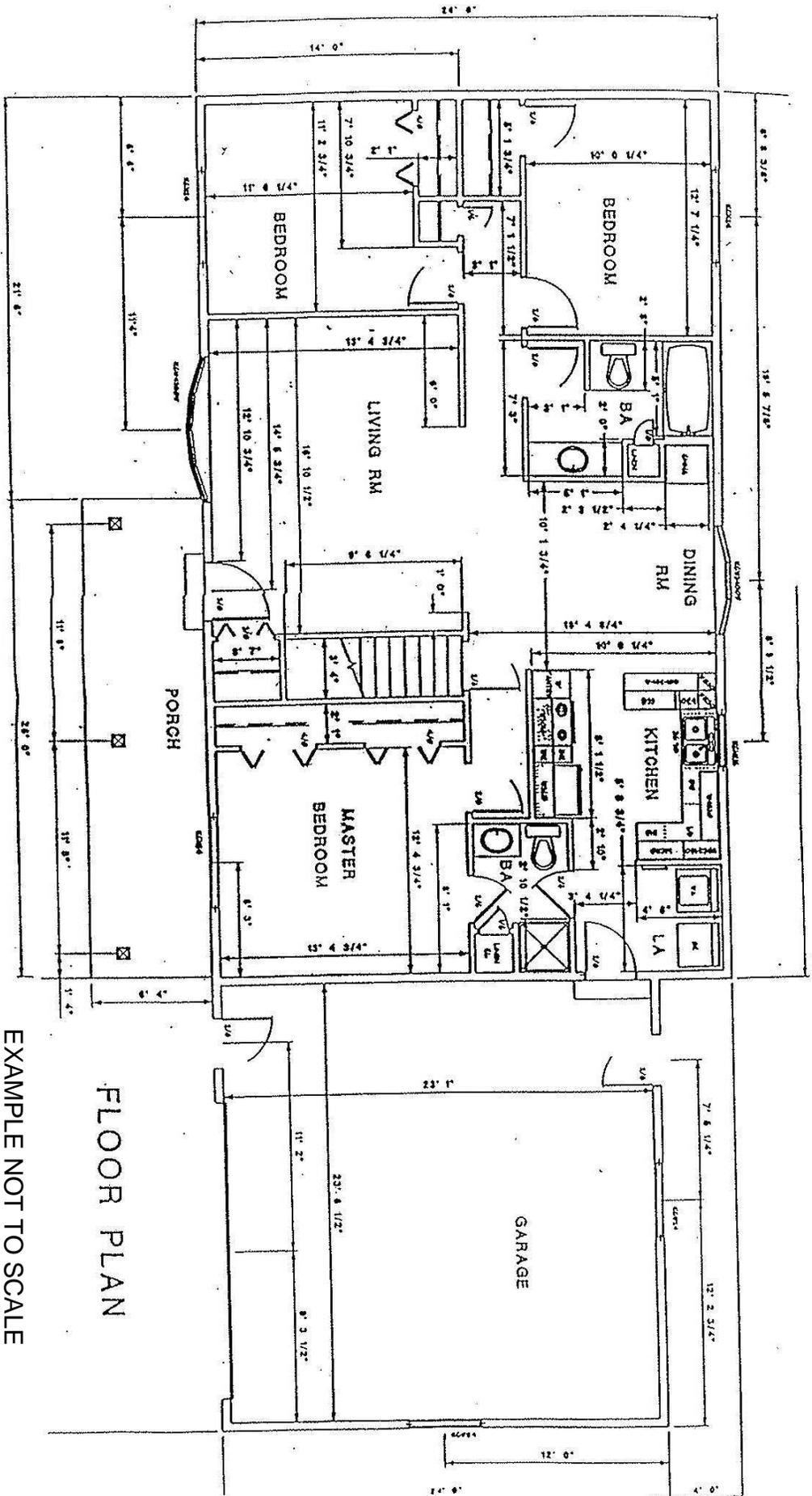
EXAMPLE: PLOT PLAN





FOUNDATION PLAN

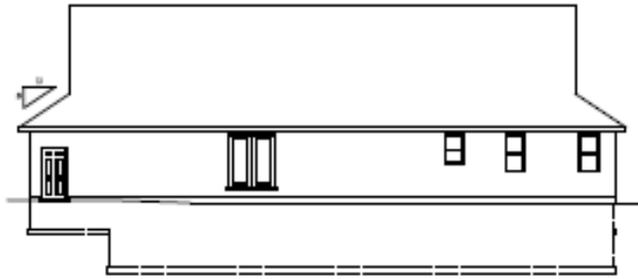
EXAMPLE NOT TO SCALE



FLOOR PLAN

EXAMPLE NOT TO SCALE

ELEVATIONS



REAR ELEVATION



LEFT ELEVATION



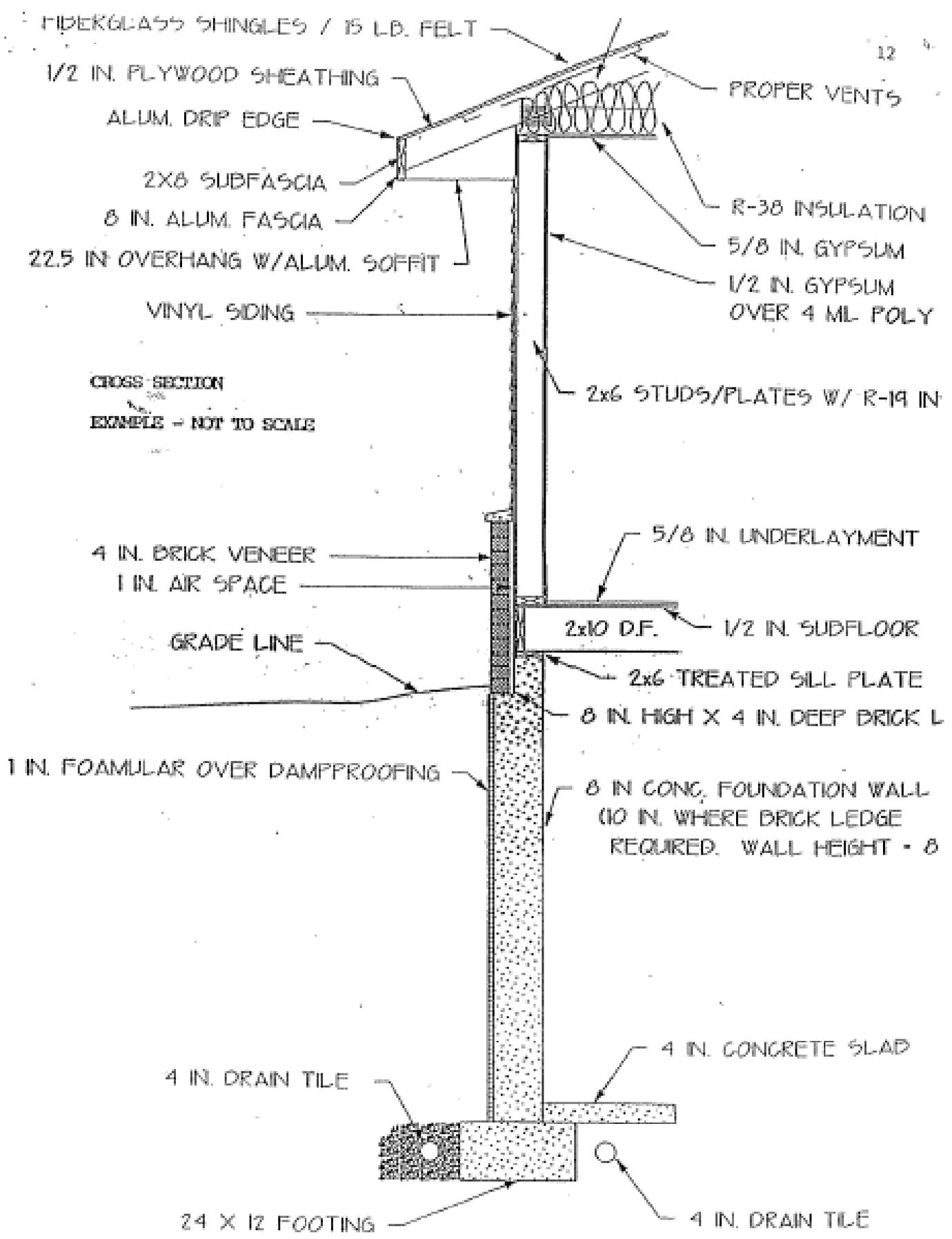
RIGHT ELEVATION

HOUSE TO HAVE:
8" OVERHANGS ON 8/12 PITCH,
3" OVERHANGS ON 3/12 PITCH,
3" GABLE RANGES,
T ENERGY HILL TRUSSES (MIN)



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



PLAT OF SURVEY

Lot 5 Village North Subdivision Village of Little Chute Outagamie County, WI

700
HARVEST TRAIL

Notes:

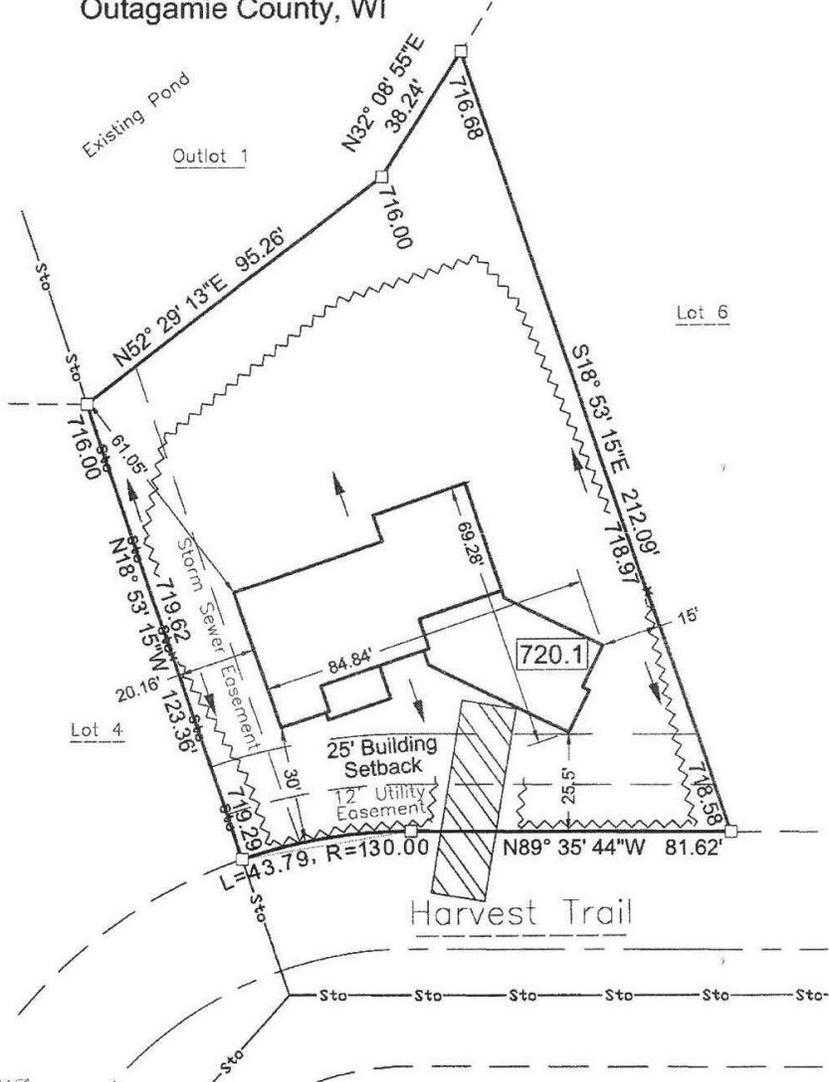
A temporary site benchmark will be placed on site by a Certified Surveyor or Licensed Engineer hired by the property owner/builder for the purpose of establishing the correct foundation elevation.

The shown location of Best Management Practice (BMP) for erosion control based upon final drainage pattern. Addition BMPs shall be placed where necessary during construction, dependent on existing site conditions.

Dimensions are to the exterior foundation wall, not including the brick ledge.

Setback Requirements

Front: 25'
Rear: 20'
Sides: 7' Individually, 15' combined



James R. Sehloff 27 MARCH 2013
James R. Sehloff Date
Registered Land Surveyor No. S-2692



Bearings are referenced to the Final Plat of Village North Subdivision



LEGEND

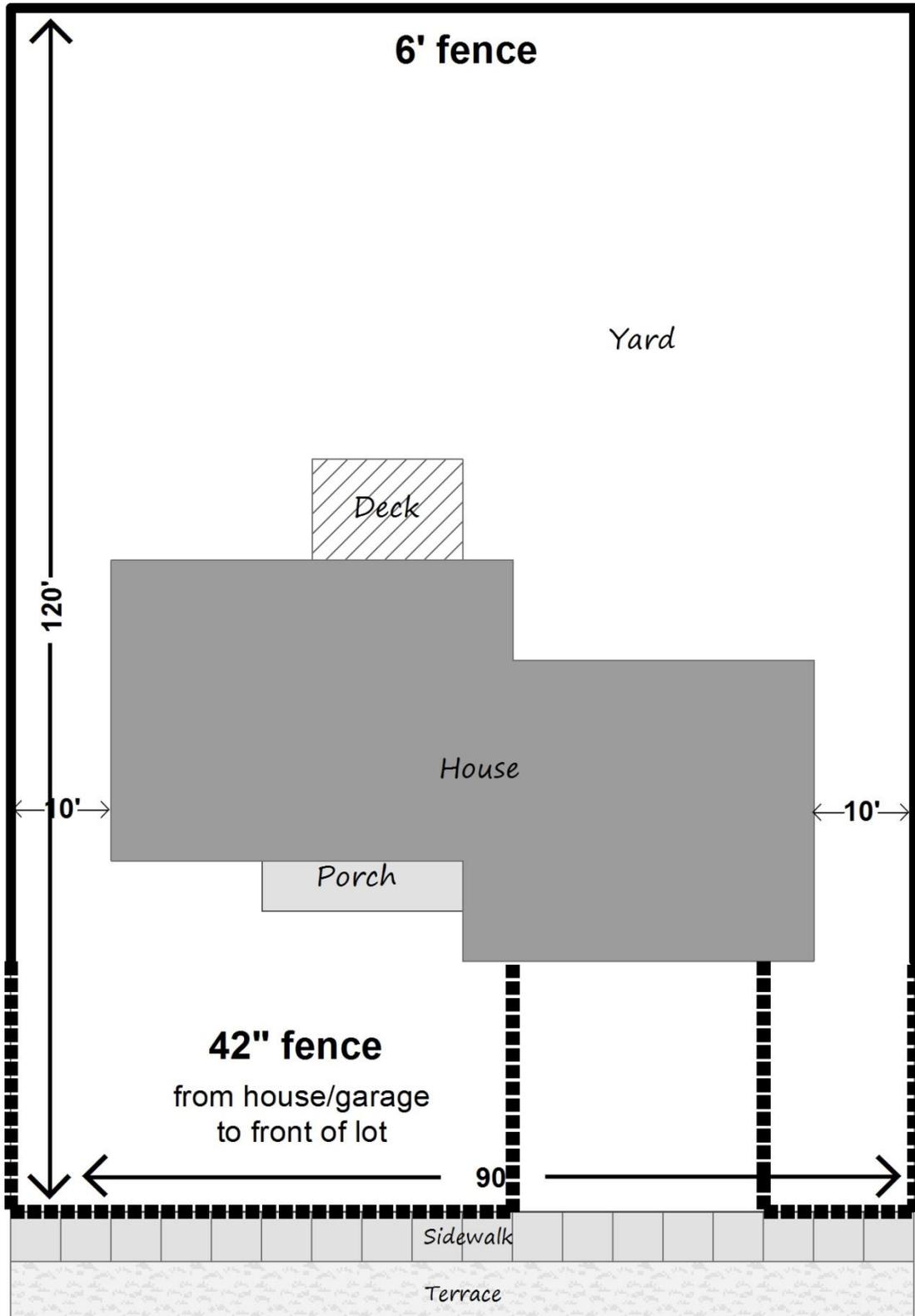
- 000.0 Garage Floor = Grade at Foundation
- x 000.00 Proposed Grade
- ➔ Direction of Drainage
- ~~~~~ BMP's for Erosion Control
- Lot Corner
- ▨ Proposed Tracking Pad
- ⊛ Proposed Inlet Protection

Site Plan For:
Dan Romenesko Builders, Inc.
900 Wisconsin Court
Little Chute, WI 54140

File: 4012lot.dwg
Date: 03/27/2013
Drafted By: katie
Sheet: Lot Map

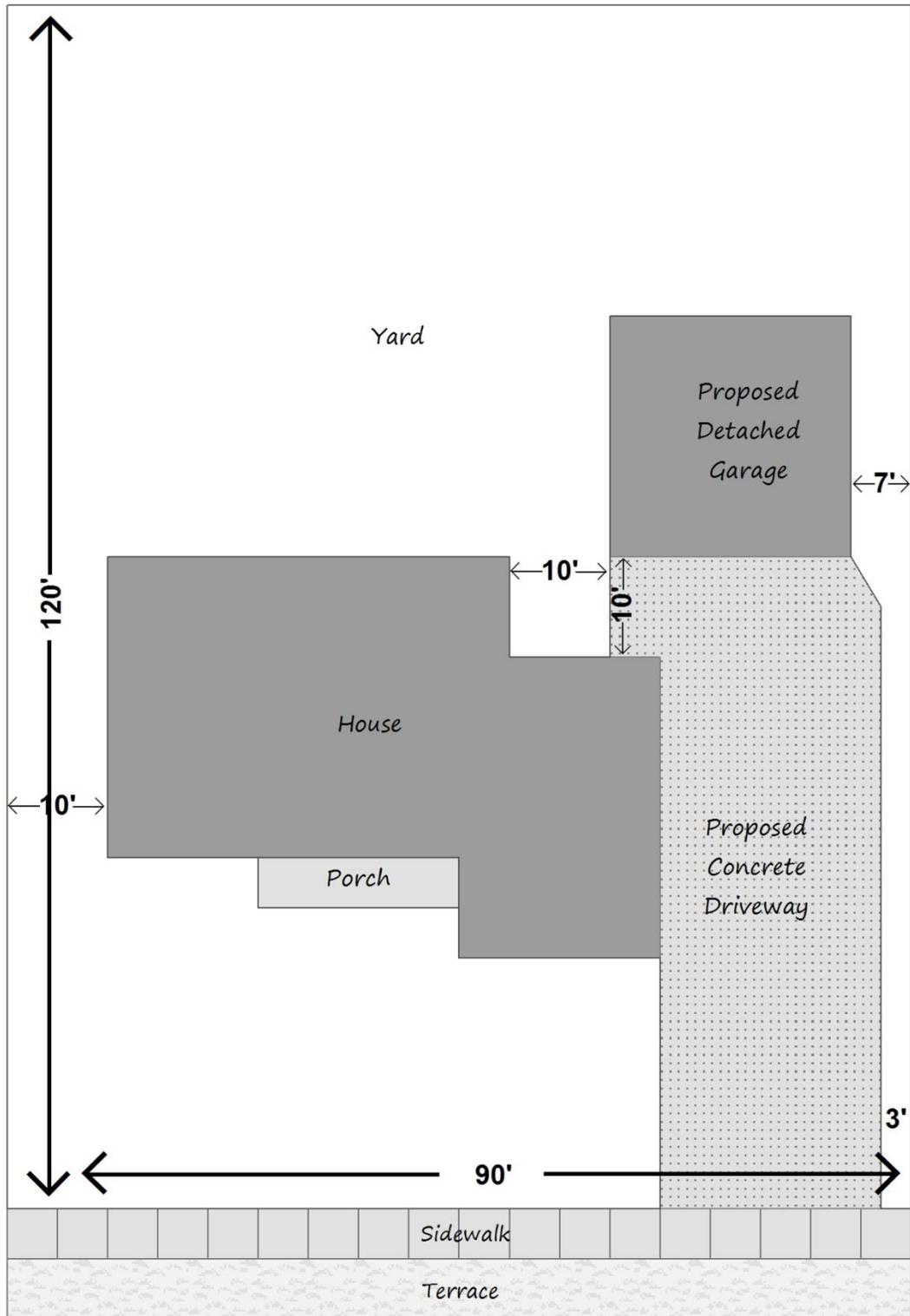
SAMPLE PLOT PLAN
FOR FENCE OR DRIVEWAY

Fence must be no greater than 6' high in rear yard and no greater than 42" high in required front yard setback area.

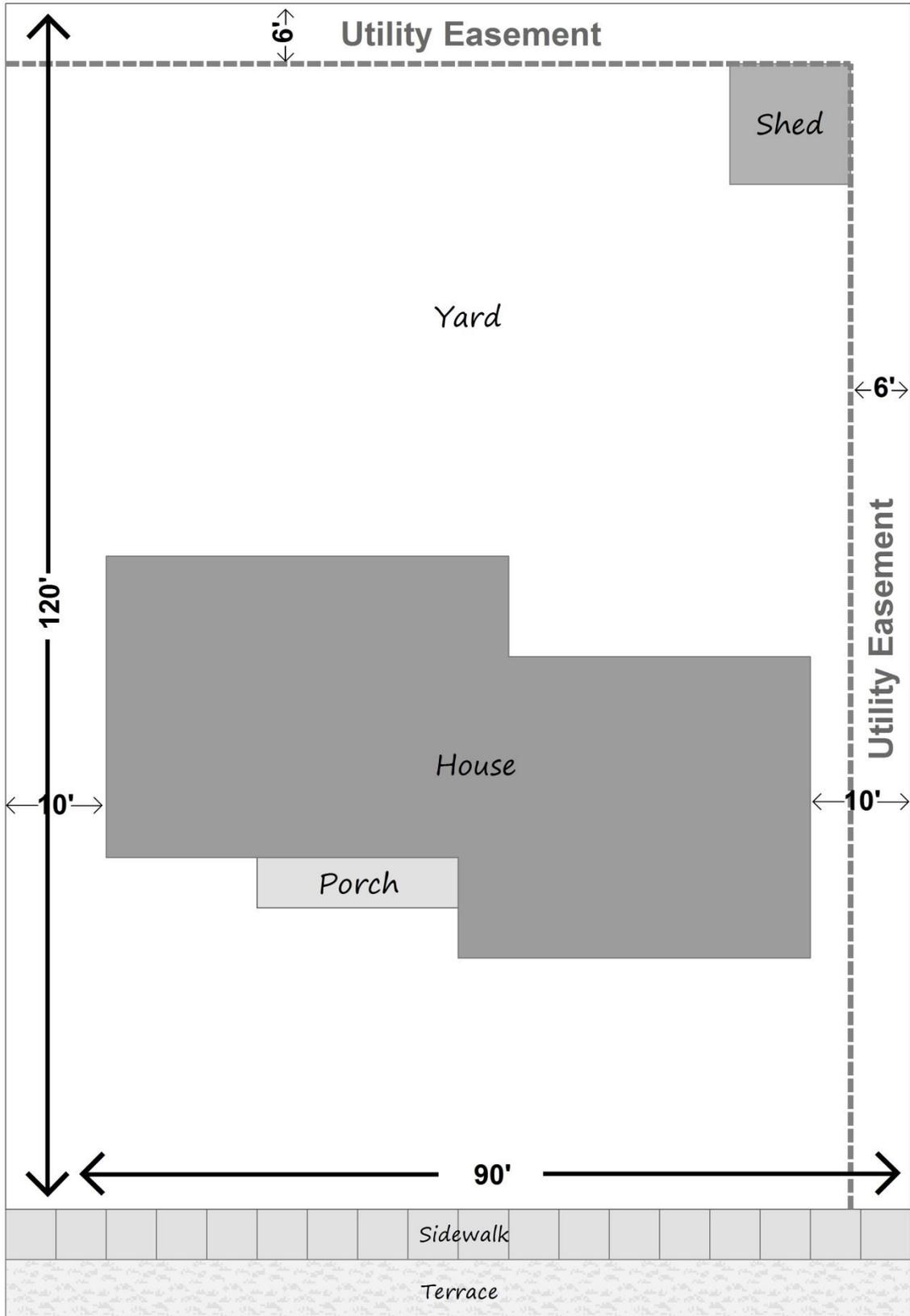


SAMPLE PLOT PLAN
FOR DETACHED GARAGE

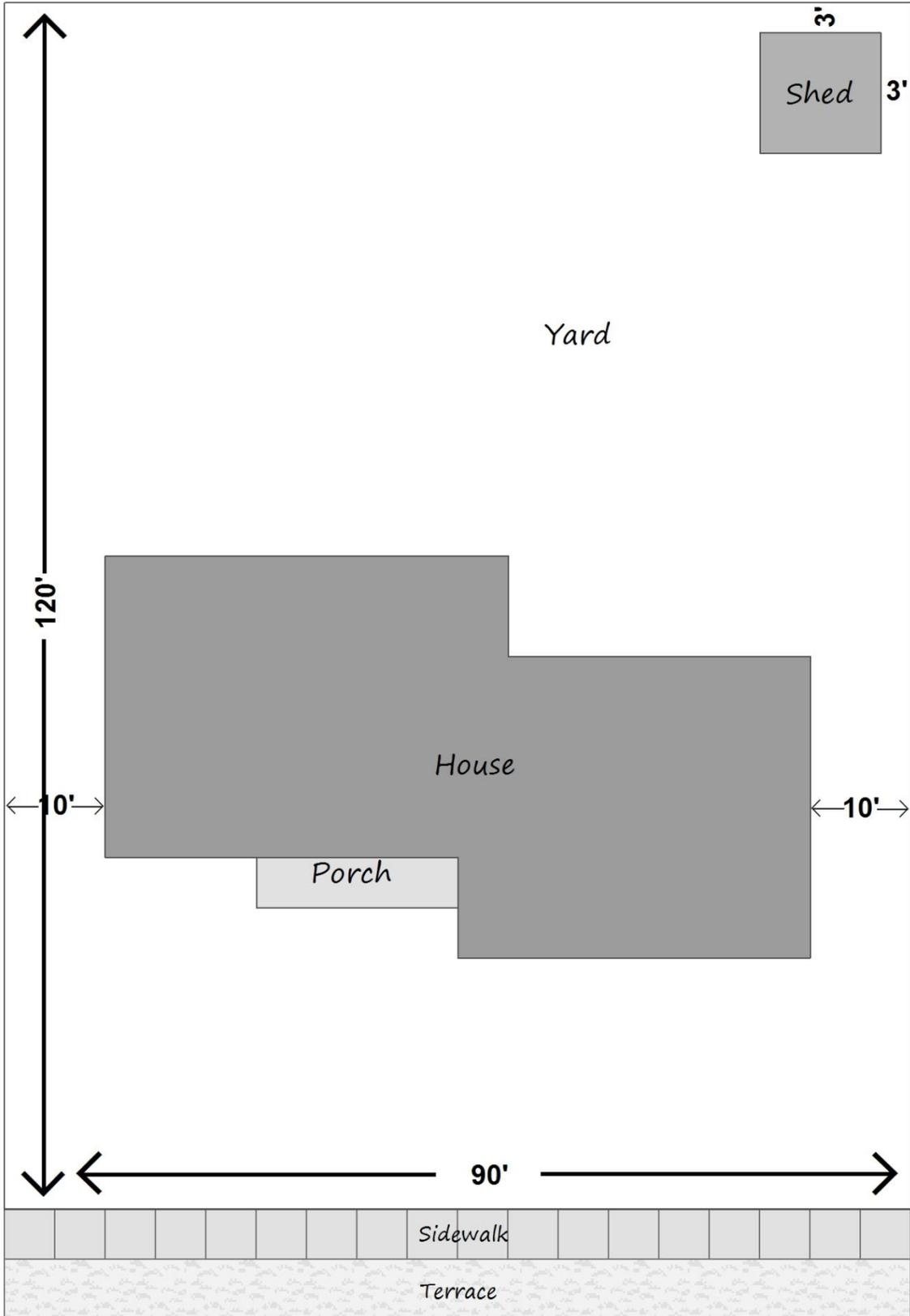
Note: Driveway paving must be a minimum of 3' from the lot line



SAMPLE PLOT PLAN
FOR SHED WITH UTILITY EASEMENT

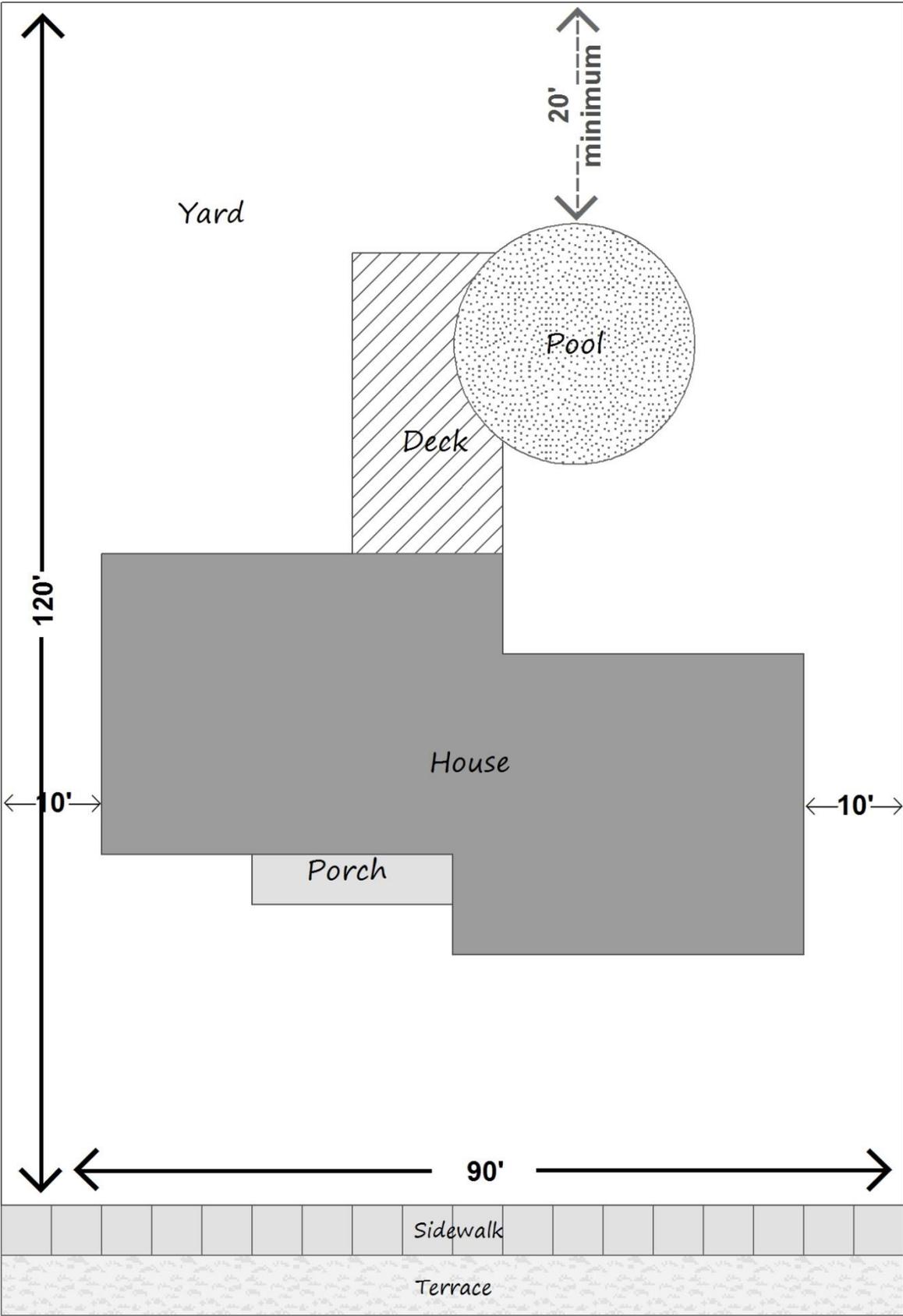


SAMPLE PLOT PLAN
FOR SHED WITHOUT UTILITY EASEMENT



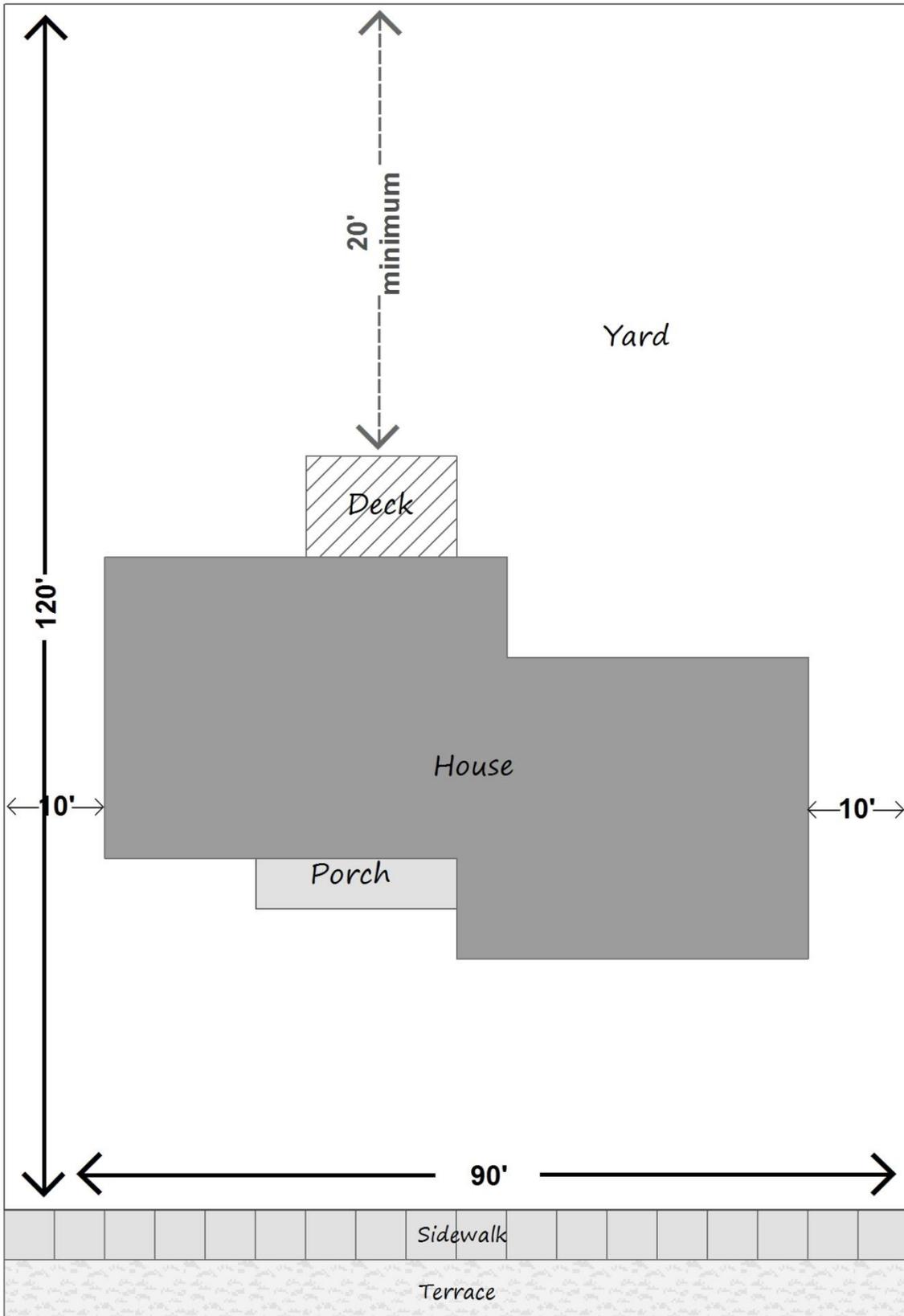
SAMPLE PLOT PLAN FOR
ABOVE GROUND SWIMMING POOL AND DECK

Note: Check with Building Inspector for safety requirements associated with swimming pools (I.e. fences, latched gates, etc.)



SAMPLE PLOT PLAN

FOR DECK



SAMPLE PLOT PLAN

FOR UNATTACHED ABOVE GROUND SWIMMING POOL

