

# TOWN OF WAUKESHA

## Building Permit Requirements

### Residential projects requiring building permits and associated information:

- **New one and two family homes**
  - 3 sets of drawings to scale
  - 3 sets of surveys with proposed grading plan, erosion control location and driveway
  - PDF of all the above information
  - Heat Loss calcs
  - Braced wall plan and calculations
  - Form A seasonal high groundwater form completed
  - Sanitary permit
  - All applications completed and signed (Building-one and two family app, zoning, erosion, electrical, plumbing, HVAC)
  - Approved state filing number (Link on the town's website)
  - Paid culvert work order if applicable (stake the center of the driveway)
  - \$2000.00 bond check paid for by the owner
  
- **Additions**
  - Building permit application with owner signed cautionary statement and the total valuation of the project.
  - Zoning permit application
  - Erosion control application
  - Mechanical permit applications if applicable
  - Survey showing the proposed and existing structures with distances to lot lines.

- PSE (preliminary site evaluation from waukesha county)
- 3 sets of to scale construction drawings (elevation and floor plan)(In PDF form as well if plans are larger than 11"x17")
- A recert or site line may be required to confirm proper distances to lot lines.

- **Remodels**

- Building permit application with owner signed cautionary statement and the total valuation of the project.
- Zoning permit application
- Mechanical permit applications if applicable
- PSE if any bedrooms are being added (preliminary site evaluation from waukesha county)
- 3 sets of to scale construction drawings (existing and proposed) showing the use of each room and or area.(In PDF form as well if plans are larger than 11"x17")

- **Accessory Structures, Decks and Pools**

- Accessory structures under 200 sq feet do not require a concrete slab
- Accessory structures over 600 require a meeting with the town planner prior to applying for permits and require a deed restriction prior to permits being issued.
- Accessory structures must be built so they are compatible with the principal structure. (Same colors and materials, roof pitch and windows)
- Decks must be built to the new UDC deck codes (appendix B and C) or provide structural analysis

- Building permit application with owner signed cautionary statement
- Zoning permit application
- Mechanical permit applications if applicable
- Survey showing the proposed structure with distances to lot lines and other structures on the property.
- PSE (preliminary site evaluation from waukesha county) for all the above except an accessory structure not needing a concrete slab
- 3 sets of to scale construction drawings (elevation and floor plan)(In PDF form as well if plans are larger than 11"x17")
- A recert or site line may be required to confirm proper distances to lot lines.