CITY OF SHEBOYGAN * BUILDING INSPECTION DEPARTMENT

BUILDING PERMIT & PLAN APPROVAL REQUIREMENTS

Approved for Issuance: _____ Date_____
Initials

***All** items listed below under SPECIFIC category (state, city, early) are required before a permit can be issued.*

STATE APPROVED PLANS

_____ **1** STATE APPRVD PLAN (1 COPY) - eff. 1/1/03 **digital copy of said plans req'd (ie. Autodesk .DWG other *.DXF)**
_____ **2** LIST OF CONTRACTORS
_____ **3** - ALL CONTRACTORS MUST BE LICENSED WITH THE CITY OF SHEBOYGAN
_____ **4** BUILDING PERMIT APPLICATION FILLED OUT W/APPROPRIATE PERMIT FEES
_____ **5** CERTIFIED SURVEY WITH AN APPROVED (BY CITY ENGINEERING DEPT) DRAINAGE PLAN
_____ **6** EROSION CONTROL PLAN & PERMIT (ISSUED BY CITY ENGINEERING DEPT).
_____ **7** NOTICE OF INTENT (NOI) FOR LAND DISTURBING CONSTRUCTION ACTIVITIES GREATER THAN ONE (1) ACRE (43,560 SQ. FT.) MUST BE FILED WITH AND APPROVED BY DNR PRIOR TO CONSTRUCTION.
_____ **8** PERMIT CHECK LIST (CITY PLANNER APPROVAL)

CITY APPROVED PLANS

_____ **1** SBD118 - COMPLETELY FILLED OUT & SIGNED BY OWNER OR ARCHITECT
_____ **2** ARCHITECT STAMPED PLANS (2 SETS) **digital copy of said plans req'd (ie. Autodesk R.13, R.14*.DWG other *.DXF)**
_____ **3** PLAN APPROVAL CHECK: $300.00 FOR BUILDING & $200.00 HEATING
_____ **4** CERTIFIED SURVEY WITH AN APPROVED (BY CITY ENGINEERING DEPT) DRAINAGE PLAN
_____ **5** EROSION CONTROL PLAN & PERMIT (ISSUED BY CITY ENGINEERING DEPT).
_____ **6** NOTICE OF INTENT (NOI) FOR LAND DISTURBING CONSTRUCTION ACTIVITIES GREATER THAN ONE (1) ACRE (43,560 SQ. FT.) MUST BE FILED WITH AND APPROVED BY DNR PRIOR TO CONSTRUCTION.
_____ **7** PERMIT CHECK LIST (CITY PLANNER APPROVAL)
_____ **8 *** LIST OF CONTRACTORS
_____ **9 *** - ALL CONTRACTORS MUST BE LICENSED WITH THE CITY OF SHEBOYGAN.
_____ **10 *** BUILDING PERMIT APPLICATION FILLED OUT W/APPROPRIATE PERMIT FEES

* *Not needed for plan approval but required in order to obtain a building permit.*

EARLY START PERMIT

_____ **1** STATE APPROVED FOUNDATION & FOOTINGS PLAN
_____ **2** LIST EXCAVATOR & CONCRETE CONTRACTOR
_____ **3** - ALL CONTRACTORS MUST BE LICENSED WITH THE CITY OF SHEBOYGAN.
_____ **4** CERTIFIED SURVEY WITH AN APPROVED (BY CITY ENGINEER) DRAINAGE PLAN OR LETTER
_____ **5** ADDRESS ASSIGNED TO PARCEL BY ENGINEERING DEPARTMENT
_____ **6** EROSION CONTROL PLAN & PERMIT (ISSUED BY CITY ENGINEERING DEPT).
_____ **7** NOTICE OF INTENT (NOI) FOR LAND DISTURBING CONSTRUCTION ACTIVITIES GREATER THAN ONE (1) ACRE (43,560 SQ. FT.) MUST BE FILED WITH AND APPROVED BY DNR PRIOR TO CONSTRUCTION.

NEED ADDITIONAL HELP?

CITY PLANNING DEPT
CONTACT:
STEVE SOKOLOWSKI
459-3377

BUILDING INSPECTION DEPARTMENT
CONTACT BUILDING INSPECTORS:
JACK VAN DER WEELE 459-3481
PAT EIRICH 459-3480

ENGINEERING DEPT
CONTACT ASST CITY ENGINEER:
459-3486