



City of Lake Geneva
Building and Zoning
626 Geneva Street
Lake Geneva, WI 53147

EXISTING ONE & TWO FAMILY PERMIT REQUIREMENTS FOR ADDITIONS AND ALTERATIONS

- Permit application fully filled out with certification numbers, addresses, and telephone number
- HVAC permit application filled out if applicable (can be submitted separately if not owner)
- Electrical permit application filled out if applicable (can be submitted separately if not owner)
- Plumbing permit application filled out if applicable (can be submitted separately if not owner)
- Zoning permit application (additions only)
- 2 copies of plans in scale
- 2 copies of survey or site plan in scale showing addition and setbacks to property lines (additions only)
- Cautionary Statement signed by owner if applying as contractor

NOTE: Permit will not be processed without all of the above items submitted at the same time. Permits are processed in the order that completed application packets are received.



City of Lake Geneva
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 626 Geneva Street
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Permit Number _____
 City use only

EXISTING ONE & TWO FAMILY PERMIT APPLICATION (Additions, Alterations, & Accessory Structures)

I (We), the undersigned do hereby submit an application for a permit for the property:

Located at:

Address: _____

Tax ID / Parcel Number(s): _____

Principal Structure

- Addition
- Alteration
- Deck
- Re-Roof
- Siding

Accessory Structure

- New
- Addition
- Alteration
- Re-Roof
- Siding

Fees: Additions – Alterations \$0.31/sqft, Accessory Structure > 120sqft \$0.22/sqft, Decks \$0.10/sqft Minimum \$50.00

The following information is required for all projects:

Scope of work

(description): _____

Construction project square footage: _____

Estimated Value of Construction Project (no mechanicals): \$ _____

Two sets of plans required for Additions and Alterations for plan review.

Property Owner:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor License # _____
 Contractor Qualifier # _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____

(Part of Ply 4 for 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.

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.

Owner's Signature: _____ Date: _____



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ONE & TWO FAMILY ELECTRICAL PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

Located at:

Address: _____

Tax ID / Parcel Number(s): _____

Principal Structure

- New
- Addition
- Alteration
- Update / Extension

Accessory Structure

- New
- Addition
- Alteration
- Update / Extension

- New Electric Service _____ Amp U/G O/H **\$100.00 SF \$200.00 Duplex**
- Update Electric Service _____ Amp From: U/G O/H To: U/G O/H **\$75.00**
- Electric Sub-Panel _____ Amp **\$50.00**
- Generator **\$75.00**
- Electric Wiring Extension / Rewiring _____ sq.ft. **\$0.10/sq.ft., or \$1.00/Device, Minimum \$50.00**
- Electric Pool, Hot Tub, Pond **\$50.00**

Estimated Value of Electrical Project: \$ _____

Property Owner:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

City State Zip

Phone: () _____

Contractor:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

City State Zip

Phone: () _____

Contractor License # _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____



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ONE & TWO FAMILY HVAC PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

Located at:

Address: _____

Tax ID / Parcel Number(s): _____

Principal Structure

- New
- Addition
- Alteration
- Update / Extension

Accessory Structure

- New
- Addition
- Alteration
- Update / Extension

- New Furnace _____ BTU
- Update Furnace _____ BTU
- New Boiler _____ BTU
- Update Boiler _____ BTU
- Heat Pipe Extension _____ sq.ft.
- Air Conditioning Unit _____ Ton

Fees: New Furnace / Boiler \$100.00 first unit, \$50.00 each additional unit.
 Replacement Furnace / Boiler \$50.00
 Heat Pipe Extension \$2/100 sq.ft., Minimum \$50.00
 Permanently installed wall unit \$20.00 flat fee
 A/C units \$50.00 each

Estimated Value of HVAC Project: \$ _____

Property Owner:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor License # _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____



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ONE & TWO FAMILY PLUMBING PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

Located at:

Address: _____

Tax ID / Parcel Number(s): _____

Principal Structure

- New
- Addition
- Alteration

Accessory Structure

- New
- Addition
- Alteration

- # Water Closets / Bidets _____
- # Kitchen Sinks _____
- # Laundry Sinks _____
- # Hose Bibs _____
- # Sewer Ejector Pit _____
- # Sewer Lateral _____ ft

- # Showers / Tubs _____
- # Dishwashers _____
- # Clothes Washers _____
- # Water Heaters _____
- # Lawn Sprinkler (AVB) _____
- # Water Lateral _____ ft

- # Vanity Sinks _____
- # Garbage Disposals _____
- # Floor / Site Drains _____
- # Water Softeners _____
- # Future Stubs _____
- # Storm Lateral _____ ft

Total # of Fixtures _____

Fees: \$12.00/fixture, \$50.00 Minimum, Laterals \$50.00 each

Estimated Value of Plumbing Project: \$ _____

Property Owner:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor:

Company: _____
 Print Name: _____
 Signature: _____
 Address: _____

 City State Zip
 Phone: () _____

Contractor License # _____

Building Inspector Approval: _____ **Date:** _____ **Fees:** _____



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ZONING PERMIT APPLICATION

Property located at:

Address: _____
 Tenant Space _____

Tax ID / Parcel Number(s): _____

Owner _____
 Address _____
 Telephone _____

Applicant _____
 Address _____
 Telephone _____

TO THE ZONING ADMINISTRATOR: The undersigned hereby applies for a permit to do work herein described and located as shown on this application. The undersigned agrees that all work done will be in accordance with the zoning ordinance and all other ordinances of the **City of Lake Geneva** and with all laws of the State of Wisconsin, applicable to said premises. I expressly grant the zoning administrator, or the zoning administrator'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.

Signed _____ Agent/ Owner

Work consists of: (check)

- | | | | | |
|--|--|---------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> New Building | <input type="checkbox"/> Addition | <input type="checkbox"/> Alteration | <input type="checkbox"/> Deck | <input type="checkbox"/> Driveway |
| <input type="checkbox"/> Accessory Structure | <input type="checkbox"/> Swimming Pool | <input type="checkbox"/> Fence | <input type="checkbox"/> Sign | <input type="checkbox"/> Home Occupation |
| <input type="checkbox"/> Erosion Control | <input type="checkbox"/> Temporary Use | <input type="checkbox"/> Tree Cutting | <input type="checkbox"/> Other _____ | |

Site Development Plan: The site development plan shall be submitted as a part of the permit application and should contain the following information drawn to scale:

- Provide survey showing dimensions and area of the lot,
- Location of all existing and proposed structures with distances measured from the lot lines,
- Location of the ordinary high watermark or any abutting navigable waterways, boundaries of all wetlands, floodplains and floodways,
- Existing and proposed topographic and drainage features and vegetative cover,
- Location of existing or future access roads or driveways,
- Description of the type of structure; existing and proposed operation or use of the structure or site

Estimated Cost of Proposed Site Improvements \$ _____

Fees: _____

Conditionally Approved (date) _____

Signed _____

Zoning Administrator