



VILLAGE OF FOX POINT

7200 N Santa Monica Blvd
Fox Point, WI 53217
(414) 247-6622
www.villageoffoxpoint.com

BUILDING PERMIT APPLICATION

All applications must contain one (1) complete set of plans and specifications.

All plans must be drawn at a scale that adequately illustrates all of the required information in sufficient detail to demonstrate code compliance to the satisfaction of the Village staff reviewing the application. *Drawings that do not show all necessary detail shall be rejected.*

All applications for work proposed to the exterior of a property must be submitted to the Building Board for approval.

Additions

1. Building Board Required
2. Survey
3. Open Area Calculation
4. Site Plan
5. Building Elevations
6. Footing/Foundation Plan
7. Floor Plan
8. Cross Sections
9. Structural Details
10. Truss Plans/Layout
11. Tall Wall Design Calculations
12. Energy Calculations
13. Wall Bracing
14. Grading, Drainage and Erosion Control Permit (See Eng)
15. Fill Permit (See Eng)

Accessory Structures (< 100 sqft)

1. Survey - Showing the Location
2. Building Elevations
3. Building Sections

Accessory Structures (≥ 100 sqft)

1. Building Board Required
2. Survey - Showing the Location
3. Open Area Calculation
4. Building Elevations
5. Footing/Foundation Plan
6. Building Sections

Decks

1. Building Board Required
2. Survey - Showing the Location
3. Footing/Framing Plan

Driveways

1. Permit Not Required
2. Three Foot Setback Required



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Fences

1. Building Board and/or Board of Appeals, Case by Case Basis
2. Survey - Showing the Location
3. Fence Detail

Interior Remodels

1. Floor Plans
2. Structural Details

New Home Construction

1. Building Board Required
2. Survey
3. Open Area Calculation
4. Site Plan
5. Building Elevations
6. Footing/Foundation Plan
7. Floor Plan
8. Cross Sections
9. Structural Details
10. Truss Plans/Layout
11. Tall Wall Design Calculations
12. Energy Calculations
13. Wall Bracing
14. Grading, Drainage and Erosion Control Permit (See Eng)
15. Fill Permit (See Eng)
16. Culvert Permit (See Eng)

Pools

1. Building Board Required
2. Survey - Showing the Location
3. Pool Information

Roofs

1. Building Board Required if Changing Roofline
2. Building Permit Required

Siding

1. Building Board, Case by Case Basis

Solar Panels

1. Building Board Required
2. One Line Diagram
3. Structural Calculations
4. System Layout
5. Connection Details
6. Equipment Information and Listing

Windows/Doors

1. Building Board, Case by Case Basis
2. Replacements That Fit in the Same Frame Area, Building Board Not Required



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Permit Number:

OFFICE USE ONLY
Issued Date
Zoning

BUILDING PERMIT

Job Address	Building Type: Residential - Commercial
Description of Work	
Estimated Cost of Project \$	

Owner/Occupant	
Contact Name	Business Name
Address	City/State/Zip
Phone	Email

****Cautionary Statement required when homeowner is applying for permit****

Contractor	
Company Name	Contact Name
Address	City/State/Zip
Phone	Email
Dwelling Contractor #	Dwelling Contractor Qualifier #

Square Footage Under Construction				
1 st Floor	2 nd Floor	Basement	Addition	Garage

Description	Rate	Amount
Project - Per \$1,000 of estimated cost	\$9.50	
Building Board	\$75.00	
Footing early start - \$210.00 one and two family; \$280.00 commercial		
Plan Review - \$250.00 one and two family; New Construction \$300.00 plus \$27.00/unit commercial; New Construction		
State Seal	\$65.00	
Razing, Interior Demolition	\$85.00 minimum plus	\$0.12/sqft
Moving buildings over public ways	\$230.00 plus	\$0.12/sqft
Fuel tanks - Per 1,000 gallons	\$24.00	
Re-inspection	\$100.00	
Other		
Work started without permit	Double Fee	
	Minimum Fee	\$70.00
Payable to: Village of Fox Point	Total Permit Fee	\$

Applicant Signature _____ **Date** _____

Rev 09/20

ISSUED PERMITS are available on the Village website under *PERMITS & LICENSES*