



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. Open Area Calculation
3. Building Elevations
4. 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. Open Area Calculation
4. Footing/Framing Plan



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Driveways

1. Permit Not Required
2. Three Foot Setback Required

Fences

1. Board of Appeals and Building Board, 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/Hot Tub

1. Building Board Required
2. Survey - Showing the Location
3. Open Area Calculation
4. Pool/Hot Tub Information

Roofs

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

Siding

1. Building Board, Case by Case Basis



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Solar Panels

1. Building Board Required
2. Survey - Showing the Location (Ground Mounted Only)
3. One Line Diagram
4. Open Area Calculation
5. Structural Calculations
6. System Layout
7. Connection Details
8. 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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**CAUTIONARY STATEMENT TO OWNERS
OBTAINING BUILDING PERMITS**

101.65(1r) 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.

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service

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.

Homeowner's Name – PRINTED

Property Address

Homeowner's Signature

Date



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Permit Number:

B-_____

OFFICE USE ONLY
Issued Date
Zoning

BUILDING PERMIT

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

Owner/Occupant	
Business Name	Contact 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	\$10.00	
Building Board	\$75.00	
Footing early start - \$230.00 one and two family; \$305.00 commercial		
Plan Review - \$275.00 one and two family; New Single Family Construction \$330.00 plus \$30.00/unit commercial		
State Seal	\$75.00	
Razing, Interior Demolition \$925.00 max/bld \$95.00 minimum plus	\$0.13/sqft	
Moving buildings \$250.00 plus	\$0.13/sqft	
Fuel tanks - Per 1,000 gallons	\$25.00	
Re-inspection	\$100.00	
Work started without permit	Double	
	Minimum Fee	\$70.00
Payable to: Village of Fox Point	Total Permit Fee	\$

Applicant Signature _____ **Date** _____

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