

(2/08)

### **Procedure to Obtain a Building Permit**

1. Fill out Zoning Permit Application. Pay \$25.00 Permit Application Fee. (Form is at Town Hall Office and also on the website, townofblackwolf.com under "Forms").
2. Site Plan: needs to be reviewed by the Town (and County if in Shoreland Zoning).
3. For building in subdivision only: Pick up the Grade Stake application (at Town Hall office or on web site "Forms") and pay the \$910.00 fee (made payable to the Town of Black Wolf). \$455.00 will be returned upon completion of the Final Grade Stake check. The final check is to be made within one (1) year of occupancy.
  - a. Fill out the application and take it to the Surveyor. (The approved drainage plan for the pertinent subdivision should accompany the grade stake application.
  - b. The surveyor should do drainage plan (except when a recorded drainage plan is filed for subdivision plat), put in grade stake and site home on property is necessary.
  - c. The surveyor will return the application (or a copy) notify the Town that the grade stake has been set, along with the drainage plan.
4. Sanitary Sewer Permit (if in Black Wolf Sanitary Sewer District) is to be obtained from the Town of Black Wolf Sanitary District. The Black Wolf Sanitary District Office is at County Road R and Black Wolf Ave. Phone: (920) 233-2901.
5. Winnebago County Zoning Stormwater and Erosion Control permits. Winnebago County Zoning phone number: (920) 236-4844
6. Bring in or mail completed Zoning Permit Application, site plan, and all required Town and County permits to the Black Wolf Town Hall. Town Zoning Inspector, Tom Verstegen, will review all documents. Tom issues all Zoning Permits. (Tom is in the Town Hall Office Mon. & Tues. evenings, 5 – 7 p.m. Tom's cell phone: 379-3081).
7. Take Zoning Permit, Sanitary District Permit (if applicable), site plan, copy of Grade and Drainage information, and all Winnebago County permits to the Town's Building Inspector, Dave Frank. (Dave is in the Town Hall office on Tues. evenings, 6-7 p.m.)
8. Building Inspector, Dave Frank, will issue the building permit.

Contact: Tom Verstegen, Zoning Administrator  
Mon-Tues 5-7 p.m. at Town Hall  
(920)688-1404 or (920)379-3081(Cell)

Dave Frank, Building Inspector  
4660 Sandy Beach Ln.  
(920) 233-1999 (Home)  
Tues. 6-7 p.m. at Town Hall

# BUILDING INSPECTION PERMIT FEE SCHEDULE

Effective July 1, 2006

Revised 11/12/07

## Residential

### New Construction Permit

Base price to 1500 square feet .....\$425

(Includes eight base inspections: plumbing, electrical and HVAC. Unfinished basement and attached garage included in square footage).

State seal .....\$25

Over 1500 square feet add.....\$.10 per square foot

Base engineer fees.....\$200 (unused balance to be returned)

### Accessory Building Structure Permit

\*Base price.....\$35 plus .05 per square foot

\* *Applies to subdivisions only*

### Addition Permit

Base price.....\$50 plus .10 per square foot

### Remodeling Permit

Base price..... \$45 plus .10 square foot

### Mechanical Permits

Electrical service..... \$35

Plumbing..... \$30 plus \$4 per fixture

### Special Project Permits

Decks..... \$45

Swimming pools (in ground)..... \$100 (construction, electric, fencing inspections included)

Siding..... \$20

Sheds..... \$20

Other..... (windows, alterations, changes in structure, foundation repairs, etc.)

Base price..... \$20 plus \$5 per thousand over \$1000

### Limited or Additional Inspections

Extra inspections, if needed \$30 each

Raze Permit Residence - \$30 Garage/shed - \$10

Fill Permit Base price \$25

Moving Structure Permit Base price \$50 plus accessory or construction permit fee

## Commercial

### New Building, Addition, Alteration

Construction.....\$40 plus .08 per square foot up to 10,000 square feet  
(add .10 per square foot over 10,000 square feet)

Electrical.....	\$25 plus .02 per square foot
Plumbing.....	\$25 plus .02 per square foot
HVAC.....	\$25 plus .01 per square foot
Permission to start footings.....	\$25 (plan approval needed)
Building escrow.....	\$300 (returned after final inspection)
Planning and Zoning review.....	\$250

### Remodeling and Minimum Trade Work for New Construction & Addition

#### Construction

Valuation to \$100,000.....	\$5 per thousand
Valuation over \$100,000.....	add \$2.50 per thousand
Minimum fee.....	\$40

#### Electrical

Base fee (includes one service panel).....	\$35
New circuits.....	\$2 each
Alterations to existing circuits.....	\$0.50 per opening
Additional service or feeder panel.....	\$20 each

#### Plumbing

Base.....	\$35
Add per fixture/piece of equipment.....	\$3

#### HVAC/Furnace Replacement

Base (includes one furnace or AC).....	\$35
Duct work alteration.....	\$20
Furnace or AC units.....	\$15 each

### Sign Permit

Pole or ground mount signs.....	\$30 up to 100 square feet
Billboards.....	\$30 per hundred square feet over 100

Frank Frassetto, Chair Black Wolf Town Board

Attest:

Ellen Chmielewski, Clerk

Approved: June 22, 2006