

BUILDING A NEW HOME IN BLACK WOLF

Listed below is a checklist outlining the steps for building your new home in the Town of Black Wolf. Please complete the checklist and turn into the Town with the required permits, forms and fees to be issued a building permit.

APPLY FOR A PERMIT

- ☐ Complete the initial building permit application form via the Online Building Permit System (applications must be thoroughly completed): https://esla.wi.gov/apex/customer_portal_intro_page

CONFIRM SHORELAND JURISDICTION

- ☐ If your property is within Shoreland Jurisdiction, additional permits may be required through Winnebago County Zoning, 920-232-3344

PREPARE YOUR DOCUMENTS

- ☐ Prepare a copy of the blue print
- ☐ Road Access Permit/Culvert (if needed)
 - Town or Private Road issued by Town of Black Wolf Supervisor II Beth Oswald, 920-573-3635 or beth@townofblackwolf.com
 - County Highway right-of-way (ex: CTH "R", CTH "I") issued by Winnebago County Highway Office, 920-232-1700
- ☐ Erosion Control Permit
 - Issued by Winnebago County Zoning, 920-232-3344
- ☐ Sanitary Permit
 - Sewered Lots are issued by Black Wolf Sanitary District, 920-233-2901
 - Unsewered Lots are issued by Winnebago County Zoning, 920-232-3344
- ☐ Town of Black Wolf Zoning Permit
 - Issued by Town Zoning Administrator Ben Cook, 920-379-0639 or ben@townofblackwolf.com
 - Black Wolf Zoning Permit will only be issued after applicant has obtained the following: shoreland jurisdiction permits (if applicable), road access permit (if applicable), erosion control permit, and a sanitary permit.
- ☐ Contact Inspector for Town of Black Wolf
 - SPS Inspection Service, LLC: 920-266-9611 or spsinspectionsservice@gmail.com
- ☐ Building permit fee payable to the Town of Black Wolf which will include the required inspections. Work started before the permit is issued will result in double fees.
 - Up to 5,000sq ft: \$4,000
 - 5,001sq ft and above: \$6,500

Other Requirements:

- Elevation/Grade was determined and meets specifications
- Surveyor marks are in place and visible

SUBMIT DOCUMENTS

Approval of the Building Permit Application requires the above documentation, permits, and fees be submitted to the Town of Black Wolf prior to a permit being issued. The Town Hall is located at 380 E. Black Wolf Avenue, Oshkosh, WI 54902.