

[www.independentinspections.com](http://www.independentinspections.com)

Pursuant to The Home Safety Act, effective January 1, 2005 the Uniform Dwelling Code will be administered by inspection of all 1 and 2 family dwellings in Wisconsin

To stay informed, a contractor or builder can call 1-800-DOC-SALES or go to the web site, [www.commerce.state.wi.us](http://www.commerce.state.wi.us) to obtain a copy of the Uniform Dwelling Code Comm Chapters 20 - 25.

**Land disturbing or construction activities MAY NOT begin until a building permit is obtained**

**PRIOR TO APPLYING FOR YOUR BUILDING PERMIT:**

1. Obtain sanitation permit
2. Obtain zoning or land use permit as applicable

**BUILDING PERMIT APPLICATION (by mail, appointment or office hours shown below):**

1. 2 sets of plans
2. 2 site plans (surveys) of the land showing Erosion Control
3. Copy of sanitation permit
4. Copy of zoning approval, if applicable
5. Copy of Contractor's Certification Card or Cautionary Statement signed by owner
6. Copy of thermal performance sheets (heat loss calculations)
7. Completed building permit application including HVAC, Electrical & Plumbing contractor information with license numbers.
8. Permit fee made payable to City of Wautoma

**Please allow up to 10 working days for application and plan review process.**

**REQUIRED INSPECTIONS:**

1. Footing after formed and **prior** to pouring
2. Foundation **prior** to backfill
3. Under-floor plumbing exposed with rest of floor prepared for concrete **prior** to pour
4. Carpentry, Electric with service, HVAC and Plumbing rough inspections
5. Insulation inspection
6. Final inspection

**Building permit hard card must be posted prior to excavation.  
Occupancy MAY NOT take place until final inspection approval.**

**INSPECTION REQUESTS CAN BE MADE MONDAY-FRIDAY (7 am - 5 pm) ON ALL BUSINESS DAYS**

**CALL 262-544-8280 OR 1-800-422-5220**

**OFFICE HOURS 11:00 AM to 11:30 AM Tuesdays and Thursdays AT Wautoma City Hall  
210 E. Main St., Wautoma, WI 54982 Office number 920-787-4044**