

**TOWN OF WATERFORD BUILDING PERMIT CHECK LIST**  
**LEE GREIVELL, BUILDING INSPECTOR**  
**HOURS: MONDAY AND WEDNESDAY- 8:00 AM TO 11:00 AM**  
**PHONE: 262-534-9236**

**NEW HOME**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 2 SURVEYS
- \_\_\_\_\_ 1 SET OF HEAT CALCULATIONS (MUST BE OBTAINED BY HEATING CONTRACTOR)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ PINK RECEIPT FROM SANITARY DISTRICT SHOWING SEWER HOOK FEE PAYMENT (IF  
\_\_\_\_\_ REQUIRED) (262)534-4646
- \_\_\_\_\_ \$1500 DITCH/CULVERT (ROAD) BOND
- \_\_\_\_\_ \$500 OCCUPANCY BOND
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

**DECK**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

**ADDITIONS**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
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**GARAGE (GARAGE SIZE: DETACHED 720 SQ. FT. MAX. AND ATTACHED 900 SQ. FT. MAX.)**  
**(NO MORE THAN ONE (1) GARAGE ON LESS THAN AN ACRE!!)**

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**REMODEL**

- \_\_\_\_\_ 3 SETS OF PLANS (**PLANS MUST SHOW BEFORE AND AFTER**)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

**TURN OVER!**

**POOLS**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF PLANS OR 3 COPIES OF BROCHURES FROM COMPANY
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

**ACCESSORY BUILDINGS**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF PLANS INCLUDING TRUSS CALCULATIONS SHOWING 30lbs. LIVE LOAD
- \_\_\_\_\_ MINIMUM- **NO EXCEPTIONS!!**
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

**SHEDS (UP TO 180 SQ. FT.)**

- \_\_\_\_\_ 2 COPIES OF RACINE CO. ZONING PERMIT (**NOT ORANGE PLACARD!**) (262-886-8475)
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**\*\*\*\*NOTES\*\*\*\***

***NO COPIES WILL BE MADE***

***NO PERMITS WILL BE ISSUED IF THERE ARE MISSING ITEMS- PLEASE NO EXCEPTIONS***

**BUILDING PERMIT COSTS WILL BE DETERMINED ONCE ALL  
NEEDED ITEMS ARE TURNED INTO BUILDING INSPECTOR.**