

## REQUIREMENTS

When applying for a permit for a new one- or two-family residence you will need the following:

- A complete set of building plans with elevations and materials cross section.
- Energy worksheets completed by heating contractor or energy consultant.
- Completed UDC Makeup & Combustion Air Worksheet if open combustion appliances are used in the home.
- Lot survey with house staked out and dimensions; front, side and rear setbacks; driveway location & elevations to our datum including location of curb stop.
- Architectural approval is required in most subdivisions.
- If applicable, a sanitary permit (for septic systems) must be obtained from Washington County Land Resources.
- Apply for a driveway permit from the Engineering Department. On new construction, curb stop shall not be located within 5 feet of the driveway (VGT Development Handbook, Sec. 2.1.2.2.2)
- State of Wisconsin UDC permit application on the ESLA Website at [www.esla.wi.gov](http://www.esla.wi.gov) completed including all contractor information and license/certification numbers.
- Completed erosion control permit application.

Upon application, three sets of plans (one must be on 11"x17" paper) must be submitted with five copies of the survey and two energy worksheets from heating contractor or energy consultant. Roof, siding, and trim colors must be noted on plans. There is no application fee due at the time of submittal. Building permit will include cost for plumbing, HVAC and electric. Building permit will NOT include outside water and sewer permit.