

INSPECTIONS ARE NEEDED AS FOLLOWS

*All building permits should be displayed in plain view and they will have a one-year completion date.  
Permits will need to be renewed if not completed within a year from the issue date.*

Buildings and additions

1. After your site has been prepared and you have staked out your project but before any further construction or cement is poured. (To verify that the proper setbacks are met)
2. After footings are set but before pouring cement
3. Wood basement – after walls are built but before house is moved in or construction of house
4. Poured walls – after formed but before poured
5. After house is framed but before insulated
6. Final inspection before closure

Detached Garage or Storage Shed

1. After your site has been prepared and you have staked out your project but before any further construction or cement is poured. (To verify that the proper setbacks are met)
2. After footings but before poured
3. After framed
4. Final

Attached Garage

1. After your site has been prepared and you have staked out your project but before any further construction or cement is poured. (To verify that the proper setbacks are met)
2. After footings but before poured
3. After framed but before insulated
4. Final

Fences

1. After your site has been prepared and you have staked out your project but before any further construction or cement is poured. (To verify that the proper setbacks are met)

INFORM CONTRACTOR OF INSPECTION REQUIREMENTS

CONTACT ONE OF THE FOLLOWING INSPECTORS **AT LEAST 24 HOURS BEFORE AN INSPECTION IS NEEDED.**

INSPECTORS:	ROBERT ELL JR.:	734-6742
	BRUCE WAGENDORF:	400-0159
	BILL HARRIS:	226-1439
	MATT LEIDY:	460-7757

INSPECTORS CANNOT INSPECT THEIR OWN WORK or PROJECTS

**AFTER ALL INSPECTIONS ARE MADE, PLEASE RETURN THE WHITE INSPECTION SHEET TO THE CITY AUDITOR**

Fence or Deck Only	\$25.00	
Building Permit:	\$50.00+	(increase \$10.00 per \$10,000 with a Max of \$250.00)
Moving Permits: Shed or Garage	\$50.00	Upon City Commission final approval
Moving Permits: Dwelling	\$200.00	Upon City Commission final approval
Variance & Conditional Use Requests:	\$275.00	Upon City Commission final approval
Penalty:	\$100.00	(minimum)

- Residential Permits must first be approved by the Zoning Board
- Commercial and Industrial Permits must first be approved by the Zoning Board and the Wilton City Commission.
- Any construction project that requires a variance or any other exception to the zoning rules and ordinance regulations must first be approved by the Zoning Board and then the Wilton City Commission. Additional signed releases from the owners of neighboring property may also be required.
- No Building Permit is required for cosmetic changes to property as long as they do NOT change or alter the structure of the property.
- Building Permits are required for any structural changes, additions, new construction and fences.

Drawings are required for all building permits. Blue prints are also required for new construction and additions.

**Zoning Members:** Are the acting inspectors for building permits.