

## New one and Two-Family Dwellings

### Town Driveway Permit or approval is required

Please contact the town hall for more information  
Town of Decatur - Al Schneider 608-201-3906

### Zoning Approval is required

Please contact the Green County Zoning and Land Use Office for further information.  
Phone: (608) 328-9423  
Email: [greenzone@greencountywi.org](mailto:greenzone@greencountywi.org)  
Web: [www.co.green.wi.gov/](http://www.co.green.wi.gov/)

### Town Building Permit is required

**Items required to obtain a building permit.** All the following documents are required to obtain a building permit and shall be submitted electronically. If you do not have all of these documents, you may obtain an early start permit for an additional fee which will allow the installation of footings and foundation only. Foundation drain tile, backfilling, or any other work is **not allowed** until a building permit is issued. Digital documents shall be emailed to [brianflannery@outlook.com](mailto:brianflannery@outlook.com)

Items needed for approval:

- One copy of your approved Green County Zoning and Land Use Permit application form.
- One copy of Township Driveway permit (if required).
- Completed permit application. You must file an application online through the state portal at: [DSPS Online Building Permit System - Application \(wi.gov\)](http://DSPS Online Building Permit System - Application (wi.gov))
- One pdf (electronic) copy of Building Plans. The following features shall be included on all floor plans:
  - The size and location of all rooms, doors, windows, structural features, exit passageways and stairs.
  - The use of each room.
  - The location of plumbing fixtures, chimneys, heating and cooling appliances, and a heating distribution layout.
  - The location and construction details of the braced wall lines.
  - *Elevations.* The elevations shall show all of the following:
    - The exterior appearance of the building, including the type of exterior materials.
    - The location, size and configuration of doors, windows, roof, chimneys, exterior grade, footings and foundation walls.
- One pdf (electronic) copy of the REScheck energy analysis worksheet.

All plans submitted for approval shall be accompanied by sufficient data, calculations and information to determine if the dwelling will meet the requirements of the code.

### Drain tile

A complete drain tile system is required to be installed around all foundations in accordance with Town Policy. This includes interior and exterior drain tile and bleeders every eight feet. The Town will allow a waiver of exemption to be submitted by a Wisconsin registered engineer or soil tester in lieu of drain tile installation, but it must be submitted prior to any concrete work being done.

## Additions to One or Two-Family Dwellings

(Including Open and screen porches, 3-4 season/sunrooms)

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## Alterations to One or Two-Family Dwellings

(Examples basement finishing, kitchen remodeling, etc.)

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## Sheds and Detached Garages

A construction building permit is not required from the municipality for prebuilt/preassembled sheds, or sheds used exclusively for the statutory definition of farming. Those types of buildings would still require permits for electrical, plumbing or HVAC if installed. If you are constructing a farm building, there is a form that needs to be completed. Please request from the building inspector at [brianflannery@outlook.com](mailto:brianflannery@outlook.com).

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## Town Driveway Permit or approval may be required

If this project involves creating a driveway access from the road, please contact the town hall for more information.

Town of Decatur - Al Schneider 608-201-3906

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## Decks for One and Two-Family Dwellings

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Items needed for approval:

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- Completed township permit application.
- One pdf (electronic) copy of Building Plans (i.e. blueprints). The following features shall be included on all plans:
  - Decks shall be constructed to one of the following standards. The plan shall clearly state which one -
    - The Wisconsin Uniform Dwelling Code Appendix B, or;
    - American Wood Council DCA6 prescriptive deck standards, or;
    - Through structural analysis as set forth in the Wisconsin Uniform Dwelling Code SPS 321.
  - Typical framing plan showing a bird's-eye or plan view of:
    - Footing and post type, sizing, and layout.
    - Joist and beam sizing, span, and layout.
    - Location of the ledger board, type of and spacing of ledger board fasteners..
    - Diagonal bracing or hold-down devices.
  - Elevation (side view) drawing of:
    - Deck elevation.
    - Deck guards, handrails and stairs.

All plans submitted for approval shall be accompanied by sufficient data, calculations and information to determine if the project will meet the requirements of the code.

# **Residential Roof or Ground Mount Solar PV (Photovoltaic) Systems**

## **Zoning Approval is required**

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## **Town Building Permit is required**

**Items required to obtain a building permit.** All the following documents are required to obtain a building permit and shall be submitted electronically. Digital documents shall be emailed to [brianflannery@outlook.com](mailto:brianflannery@outlook.com)

Items needed for approval:

- One copy of your Green County Zoning and Land Use Permit.
- Completed township permit application.
- One pdf (electronic) copy of plans.

## **Plan Submittal Requirements**

**Provide the following information:**

1. A completed application form. Include the proposed PV System capacity in Watts, and whether system is a stand-alone, grid-tied, or hybrid system.
2. A complete set of plans are to be submitted to the Building Division for plan review.

### **Site Plan - Equipment Outside a Building**

Show the location of all disconnects.

Show the location of all modules.

Show the location of all batteries.

Show the location of inverters.

Show the location and connection of all grounding electrode conductors.

Show the clearances around all equipment.

Show dimensions between equipment and structures.

Show dimensions between equipment and property lines.

Note: See the Pole or Ground Mounted Panels section for additional site plan requirements.

### **Floor Plan - Equipment Within a Building**

Show the location of all disconnects.

Show the location of all batteries.

Show the location of inverters.

Show the location and connection of all grounding electrode conductors.

Show location of all equipment within structures.

Label the use of the room in which the equipment is placed.

Show clearances of the equipment.

### **Wiring Requirements**

**Provide a one-line diagram that includes the following information:**

Label whether the system is stand-alone, grid-tied, or hybrid.

Conductor sizes.

Conductor insulation types (i.e., THHN, THWN, direct burial cable, etc.).

Conductor material (i.e., copper/aluminum).

Conduit sizes.  
Conduit material (i.e., non-metallic, EMT, etc.).  
Over current device ratings.  
Existing and new panel amperage ratings (buss ratings).  
Series and parallel configuration of the module connections.  
Labeling diagram.

### **Equipment Requirements**

Provide product listing sheets for all equipment with the following information:  
Module short circuit current ratings. 0 Module open circuit voltage ratings. 0 Module series fuse ratings.  
Inverter output circuit current rating.  
Inverter UL listings.  
All associated documentation (i.e., batteries, inverters, disconnects, modules, charge controllers, overcurrent devices etc.).  
Method of grounding for modules and array.  
Direct Current Arc Fault Protection (2017 NEC Art. 690.11)

Note: Voltage correction factor is based on 125% (2017 NEC Table 690.7).  
Panels

### **Roof Mounted Panels**

#### **Provide the Following Information:**

An Engineer's evaluation regarding the dead-load capability of the existing roof structure and its ability to support the added weight of the solar photovoltaic system. The Engineer must reference the required wind and snow load for the site. If the panels project above the ridge line of the roof, this must also be part of engineers evaluation.  
For flat roof installations provide method of repair for roof penetrations.

### **Pole or Ground Mounted Panels**

#### **Provide The Following Information:**

Site Plan to include the following:  
Location of panel(s) on property.  
Dimensions from panel(s) to property lines.  
Dimensions from panel(s) to other structures on the property and property easements.  
Engineered footing design

## Residential Backup Generators

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Items needed for approval:

- Completed township permit application.
- Contractor or design professional load calculation for units rated less than the residence main service rating.
- Copy of all installation manuals and documents that include manufacturer clearance requirements. Evidence and location of "load shed units" where provided.
- A one-line electrical diagram showing how the automatic transfer switch will be wired into the home's electrical system indicating the type and size of both the electrical wire and conduit to be used.
- If the generators runs on natural gas or propane gas
  - A one-line plumbing diagram indicating the size and type of gas line to be run to the generator.

All plans submitted for approval shall be accompanied by sufficient data, calculations and information to determine if the dwelling will meet the requirements of the code.



## **Other Projects That Require Permitting**

Roof replacement – only if structural repairs are needed to roof system.

Siding replacement

Window replacement

Furnace installation/replacement

Water heater installation/replacement

Water softener installation/replacement

Miscellaneous electrical work regardless of building type or use (All electrical wiring in Wisconsin is required to be inspected).

Miscellaneous plumbing work

Miscellaneous HVAC work

Installation of Camping Units

Installation of modular (mobile) homes

Moving one or two-family dwellings

Razing one or two-family dwellings

For information related to the new construction, additions to, or alterations of multi-family (3 or more) dwelling units, commercial or industrial buildings, please contact the building inspector at [brianflannery@outlook.com](mailto:brianflannery@outlook.com).

**Most permits can be approved in 10-15 business days upon receipt of all prerequisite approvals, application forms and supporting documents.**

## Inspections

Items listed under the check boxes may be done all together.

- ☐ Building Footings (or floating slab)
- ☐ Building Foundation
- ☐ Building Foundation Drain Tile
- ☐ Groundwork Plumbing (with air or water test present)
- ☐ Building Electrical Service (Temporary and Permanent)
- ☐ Building Roughs (prior to installing insulation or any covering)
  - Rough Framing
  - Rough Electrical
  - Rough Plumbing (with air or water test present)
  - Rough HVAC
- ☐ Insulation/Vapor Barrier
- ☐ Final Occupancy Inspection

**Note:** *Prior to a Final Occupancy Inspection, the following forms must be submitted to the Inspector:*

- ***Air Admittance Valve Testing Affidavit (if AAV was installed)***
- ***Insulation Compliance Statement***
- ***HVAC Testing and Balancing Affidavit***

Please call 608-558-1833 or email [brianflannery@outlook.com](mailto:brianflannery@outlook.com) to schedule inspections. Please do not text inspection requests unless directed to do so.