



# BUILDING PERMIT INFORMATION

## Requires a Permit

The following shall require a building permit, but is not limited to, the projects described:

- New buildings such as gazebos and sheds,
- Additions that increase the physical dimensions of a building (including decks),
- Alterations to a building structure or alterations to a building's heating, electrical or plumbing systems,
- Replacement of major equipment including furnaces, central air conditioners, water heaters, and any major piece of equipment,
- Any electrical wiring, HVAC, or plumbing for new construction or remodeling,
- Any new or re-wired electrical service,
- Any moving or relocating of structures,
- Any work on subterranean structures, footings, foundations, or retention walls,
- Commercial occupancy change of use,
- Re-roofing in excess of 20 square feet

If you question if your project requires a permit, please call Village Hall at (414) 206-3915 and we will assist you in making the determination

## Do Not Require a Permit

The following shall not require a building permit

- Residing, finishing of exterior surfaces, installation of cabinetry, and repairs deemed minor by the building inspector.
- Normal repairs of HVAC, plumbing and electrical equipment or systems such as replacing switches, receptacles, dimmers, and fixtures.

## Requirements

At the time of building permit application issuance, the applicant shall:

- Pay all applicable fees ([fee schedule](#)),
- Provide a list of all contractors that will be performing work on the premises, and
- Provide evidence of building, HVAC, plumbing, and/or electrical contractor's licensure.

**Be cautious of contractors who state that no permits or inspections are needed for your project. Ultimately, the property owner is responsible for building permits.**

Some projects require the approval from the [Architectural Review Committee](#) before the work may be started. If work begins prior to permit issuance, the permit fee shall double.

## SAFEbuilt

The Village contracts with SAFEbuilt to perform building inspection services. SAFEbuilt can be contacted by phone at (262) 420-4732 or by email at [Wlinspections@safebuilt.com](mailto:Wlinspections@safebuilt.com).

## Helpful Links

- [Fee Schedule](#)
- [ARC Application](#)
- [Diggers Hotline](#)
- [Bayside Building Services](#)
- [Building Information Sheets](#)
- [Building Permit](#)