



## Application for Appearance before the Architectural Review Committee

### *Property Owner Information*

Owner's Name	
Property Address	
Phone Number	
Email	

### *Contractor Information*

Contractor's Name	
Address	
Phone Number	
Email	

Architectural Review Committee participation is available virtually via Zoom. Public can access this meeting by phone or by computer. The phone number, Zoom meeting code, and Zoom passcode can be found on each respective agenda. View agendas online at [www.baysidewi.gov/departments/all-meetings/](http://www.baysidewi.gov/departments/all-meetings/).





Village of Bayside  
9075 N Regent Road  
414-206-3915



BUILDING INSPECTOR  
For inspections call 262-420-4732 or  
email Wlinspections@safebuilt.com

JOB ADDRESS: \_\_\_\_\_

Residential  Commercial

OWNER NAME: \_\_\_\_\_

OWNER PHONE: \_\_\_\_\_ OWNER EMAIL: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_ LICENSE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Check Here if **Homeowner** is the Contractor:

YES, the Homeowner is the Contractor  YES, the Homeowner signed the Cautionary Statement (see page 2)

WORK CONSISTS OF:

- New Building\*
- Addition\*
- Accessory Structure\*
- Roof
- Demolition\*
- Remodel or Alteration
- Electrical
- Plumbing
- HVAC
- Other \_\_\_\_\_

PROJECT & WORK DESCRIPTION/ ADDITIONAL COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Unenclosed Receptacle Permit  Erosion Control Permit

\*Project Square Footage: \_\_\_\_\_ Project Estimated Cost: \_\_\_\_\_

The undersigned hereby applies for a permit to do the work herein described and hereby agrees that all work will be done in accordance with all the laws of the State of Wisconsin and all the ordinances of the Village of Bayside.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FEES (OFFICE USE)**

Building \_\_\_\_\_  
Electric \_\_\_\_\_  
Plumbing \_\_\_\_\_  
HVAC \_\_\_\_\_  
Other \_\_\_\_\_

**RECEIPT INFO (OFFICE USE)**

Amount	_____
Date	_____
Rec. By	_____

Project Requires ARC



All building permits are valid for six months except:  
Addition and alteration permits are valid for 12 months  
New construction permits for 24 months

## Cautionary Statement to Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 2024 Architectural Review Committee (ARC) Meeting Information

- Meeting date - 6pm
- Deadline for submission of application at 10am

**ITEMS WHICH REQUIRE COMMITTEE APPROVAL:**

Please visit us online at [www.baysidewi.gov/documents/architecture-review-committee-requirements/](http://www.baysidewi.gov/documents/architecture-review-committee-requirements/) for more information.

**INFORMATION REQUIRED TO APPLY:**

Please visit us online at [www.baysidewi.gov/documents/architecture-review-committee-requirements/](http://www.baysidewi.gov/documents/architecture-review-committee-requirements/) for more information.

A filing and building permit fee are due when the ARC application is submitted. *Permit and filing fees are non-refundable.*  
Please be aware, members of the ARC may visit the project site prior to the meeting.  
Building permits may be issued on the Friday following the meeting.

- [ARC Packet](#)
- [Fee Schedule](#)
- [Municipal Code](#)



## MEETINGS AND DEADLINES • 2024

JANUARY 2024					FEBRUARY					MARCH				
MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
1	2	3	4	5				1	2					1
8	9	10	11	12	5	6	7	8	9	4	5	6	7	8
22-Jan					12	13	14	15	16	11	12	13	14	15
15	16	17	18	19	19	20	21	22	23	18	19	20	21	22
22	23	24	25	26	26	27	28	29		25	26	27	28	29
29	30	31			11-Mar					8-Apr				
12-Feb														

  

APRIL					MAY					JUNE				
MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
1	2	3	4	5			1	2	3	3	4	5	6	7
8	9	10	11	12	6	7	8	9	10	17-Jun				
22-Apr					13	14	15	16	17	10	11	12	13	14
15	16	17	18	19	20	21	22	23	24	17	18	19	20	21
22	23	24	25	26	20	21	22	23	24	24	25	26	27	28
6-May					3-Jun					8-Jul				
29	30				27	28	29	30	31					

  

JULY					AUGUST					SEPTEMBER				
MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
1	2	3	4	5				1	2	2	3	4	5	6
8	9	10	11	12	5	6	7	8	9	16-Sep				
22-Jul					12	13	14	15	16	9	10	11	12	13
15	16	17	18	19	19	20	21	22	23	16	17	18	19	20
22	23	24	25	26	26	27	28	29	30	23	24	25	26	27
5-Aug										30				
29	30	31								14-Oct				

  

OCTOBER					NOVEMBER					DECEMBER				
MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
	1	2	3	4					1	2	3	4	5	6
7	8	9	10	11	4	5	6	7	8	16-Dec				
14	15	16	17	18	11	12	13	14	15	9	10	11	12	13
21	22	23	24	25	18	19	20	21	22	16	17	18	19	20
28	29	30	31		25	26	27	28	29	23	24	25	26	27
11-Nov										30	31			