

## Commercial Building Permit Application Form

<b>Building Site Address:</b>		<b>Suite:</b>
<b>Project Description:</b>		
<b>Type of Project:</b> <input type="checkbox"/> Alteration <input type="checkbox"/> Addition <input type="checkbox"/> Remodel <input type="checkbox"/> Reside <input type="checkbox"/> Reside <input type="checkbox"/> Other: _____		<b>Estimated Project Cost:</b> \$ _____
		<b>Project Square Footage:</b> _____ sq. ft.
<b>Property Owner Name &amp; Address:</b>		<input type="checkbox"/> <i>Check if same as Building Site Address.</i>
<b>Property Owner Email:</b>		<b>Property Owner Phone:</b>
<b>Tenant Name &amp; Address:</b>		<i>If Applicable</i>
<b>Tenant Email:</b>		<b>Tenant Phone:</b>
<b>Contractor Name &amp; Address:</b>		<input type="checkbox"/> <i>Check if the work is being done by owner.</i>
<b>Contractor Email:</b>		<b>Contractor Phone:</b>
<i>I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done. No refunds issued after work has begun. By applying for this permit, you are authorizing City personnel to inspect this property within the scope of their duties.</i>		
<b>Applicant Signature:</b> _____		<b>Date:</b> ___/___/_____
<b>Please attach the E-Plan Exam or State of Wisconsin Approval Letter and the official stamped plans.</b>		
<b>Please complete all gray shaded areas above. The portion below is for staff only. Thank you!</b>		
<b>Approval Conditions:</b> <i>This building permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.</i> <input type="checkbox"/> <b>See below/attached for conditions of approval.</b>		<i>Date Received Stamp Here</i>
<b>Permit Fees:</b>		<b>Permit Issued By:</b>
<b>Total Building Permit Fee:</b> \$ _____	<b>Building Inspector Initials:</b> _____ <b>Admin Initials:</b> _____ <b>Date:</b> ___/___/_____	

## Commercial Building Permit Fees Worksheet

Site Address: \_\_\_\_\_

Description	Fee	Total
<b>New Non-Residential Buildings &amp; Additions</b> <i>All Floor Areas</i>	Base Fee of <b>\$400</b> , plus <b>\$0.40 x _____ sq. ft.</b>	\$ _____.
<b>Remodel / Alterations / Build-Outs</b>	Base Fee of <b>\$250</b> , plus <b>\$11 / \$1,000</b> <b>of Project Cost</b>	\$ _____.
<b>Detached Accessory Building and/or Structures</b> <i>All Floor Areas</i>	Base Fee of <b>\$200</b> , plus <b>\$0.35 x _____ sq. ft.</b>	\$ _____.
<b>Agricultural Buildings &amp; Additions</b> <i>All Floor Areas</i>	Base Fee of <b>\$200</b> , plus <b>\$0.35 x _____ sq. ft.</b>	\$ _____.
<b>Early Start</b> <i>Footings and Foundation Only</i>	<b>\$300</b>	\$ _____.
<b>Certificate of Occupancy</b> <i>New Buildings, Additions</i>	<b>\$150</b>	\$ _____.
<b>Certificate of Occupancy</b> <i>Multi-Family &amp; Tenant Spaces</i>	<b>\$70 / Unit</b>	\$ _____.
<b>Temporary Certificate of Occupancy</b> <i>Valid for 30 Days, Unless Otherwise Extended by the Building Inspector</i>	<b>\$110</b>	\$ _____.
<b>Minimum Non-Residential Building Permit Fee</b> <i>Re-Inspections, etc.</i>	<b>\$110</b>	\$ _____.
<b>Other:</b> _____	\$ _____.	\$ _____.
<b>Double or Triple Fees – Work Started Without a Permit:</b>		<b>\$ _____.</b>

**Total Amount Due:** \$ \_\_\_\_\_.