

Village of Campbellsport Permit Requirements

(For 1 & 2 Family Dwellings)

Additions

The following needs to be submitted prior to building permit issuance:

1. Drainage plans need to be submitted and approved by the Village Director of Public Works. (May require approval from the Plan Commission and Village Board.)
2. Site plan or survey showing distance to all lot lines.
3. Construction plans.
4. Completed building permit application and fee.
5. Heat calcs.
6. Signed conditions of approval.

If curb cut is needed for work, a permit from the Village must be obtained and approved by the Village Director of Public Works. (*The required 'Street and Terrace Opening Permit' is issued and approved by the Village. A fee may be applicable.*)

For Office Use Only:

This page shall be retained by the Village to document when permit applicants have received and turned in any required permit forms or applications. Comments may be added in any available space on this page. Check off forms when they are both received and turned in by the applicant. Provide a second signed copy or a photocopy of this page to the applicant. *Last revision: March 2, 2006*

(Received) (Turned In)

- | | | |
|--------------------------|--------------------------|----------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Wastewater Treatment Facility Notice |
| <input type="checkbox"/> | <input type="checkbox"/> | WI Uniform Permit Application |
| <input type="checkbox"/> | <input type="checkbox"/> | *Uniform Electrical Permit Application |
| <input type="checkbox"/> | <input type="checkbox"/> | *Uniform Plumbing Permit Application |
| <input type="checkbox"/> | <input type="checkbox"/> | *Uniform HVAC Permit Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Conditions of Approval/Erosion Con. |
| <input type="checkbox"/> | <input type="checkbox"/> | Street and Terrace Opening Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Driveway Approach Construction Info. |
| <input type="checkbox"/> | <input type="checkbox"/> | Drainage Plan Requirements Info. |
| <input type="checkbox"/> | <input type="checkbox"/> | Temporary Occupancy Permit Sample |

**Some forms duplicate information found on the Uniform Permit Application and may not be required.*

Applicant phone #: _____

Form(s) received by applicant:

Applicant signature *Date*

Village Staff signature *Date*

All items turned in by applicant to Village:

Applicant signature *Date*

Village Staff signature *Date*