



BUILDING PERMIT APPLICATION – NEW OR ADDITION

CITY OF MIDDLETON
 7426 HUBBARD AVE.
 MIDDLETON, WI 53562
 608/821-8370; FAX: 608/827-1080
 cityofmiddleton.us

OFFICE USE ONLY	
PERMIT # _____	
DATE _____	
ISSUED BY: _____	

Project Address _____		Suite # _____																																				
Applicant _____		Address _____																																				
Applicant E-mail _____		Applicant Phone _____ Applicant Fax _____																																				
Property Owner (if different) _____		Address _____																																				
Owner E-mail _____		Owner Phone _____ Owner Fax _____																																				
<input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> NEW <input type="checkbox"/> OTHER _____																																						
Construction Type _____		Start Date _____ Est. Completion Date _____																																				
Setbacks Front: _____ Side R. _____ Side L. _____ Rear _____		Lot Coverage _____ Estimated Building Cost \$ _____																																				
Building Contractor _____ WI Qualifier # _____ _____ WI Contractor # _____ Address _____ Phone Number _____ E-mail Address _____		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">SQUARE FOOTAGE</th> <th colspan="2">FEES (OFFICIAL USE ONLY)</th> </tr> <tr> <td>BASEMENT</td> <td>_____</td> <td>BUILDING</td> <td>\$ _____</td> </tr> <tr> <td>1ST FLOOR</td> <td>_____</td> <td>ELECTRIC</td> <td>\$ _____</td> </tr> <tr> <td>2ND FLOOR</td> <td>_____</td> <td>PLUMBING</td> <td>\$ _____</td> </tr> <tr> <td>DECK</td> <td>_____</td> <td>HVAC</td> <td>\$ _____</td> </tr> <tr> <td>PORCH</td> <td>_____</td> <td>FIRE SUPP.</td> <td>\$ _____</td> </tr> <tr> <td>GARAGE</td> <td>_____</td> <td>FIRE ALARM</td> <td>\$ _____</td> </tr> <tr> <td>OTHER</td> <td>_____</td> <td>AA VALVE</td> <td>\$ _____</td> </tr> <tr> <td>TOTAL Sq. Ft.</td> <td>_____</td> <td>TOTAL</td> <td>\$ _____</td> </tr> </table>	SQUARE FOOTAGE		FEES (OFFICIAL USE ONLY)		BASEMENT	_____	BUILDING	\$ _____	1 ST FLOOR	_____	ELECTRIC	\$ _____	2 ND FLOOR	_____	PLUMBING	\$ _____	DECK	_____	HVAC	\$ _____	PORCH	_____	FIRE SUPP.	\$ _____	GARAGE	_____	FIRE ALARM	\$ _____	OTHER	_____	AA VALVE	\$ _____	TOTAL Sq. Ft.	_____	TOTAL	\$ _____
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OTHER	_____	AA VALVE	\$ _____																																			
TOTAL Sq. Ft.	_____	TOTAL	\$ _____																																			
Electrical Contractor _____ WI Master Electrician License # _____ _____ WI Electrical Contractor # _____ Address _____ Phone # _____ E-mail Address: _____		Suppression Contractor _____ Contractor # _____ Address _____ Phone # _____ E-mail Address: _____																																				
Plumbing Contractor _____ WI Master Plumber License # _____ Address _____ _____ Air Admittance Valve(s) x \$50.00 Each = \$ _____ Phone # _____ E-mail Address: _____																																						
Heating Contractor _____ WI HVAC Contractor # _____ _____ WI HVAC Qualifier # _____ Address _____ Phone # _____ E-mail Address: _____		Fire Alarm Contractor _____ Contractor # _____ Address _____ Phone # _____ E-mail Address: _____																																				
Description of Work: _____																																						

Date paid: _____ Receipt # _____ Total Permit Fee \$ _____

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 city, 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.

 Signature of Applicant _____
 Date

 Print Name

**REQUIRED INSPECTIONS (WHERE APPLICABLE);
 FOOTING; FOUNDATION; VAPOR BARRIER; ROUGH; INSULATION; FINAL**



ZONING PERMIT

CITY OF MIDDLETON • 7426 HUBBARD AVE. • MIDDLETON, WI 53562
 PHONE (608) 821-8370 • FAX (608) 827-1080 • www.cityofmiddleton.us

PERMIT #:	_____
Permit Fee: \$ _____	Fee Paid: <input type="checkbox"/>
Approved By: _____	
Approval Date: / /	

No structure shall be erected or altered without first obtaining a Zoning Permit pursuant to Section 10.127(1) of the City of Middleton Zoning Ordinance as well as the appropriate Building Permit(s). Zoning Permit Fees (pursuant to City of Middleton Code of Ordinances, Section 10.128(1)(g)):

PROJECT CLASS	PRINCIPAL STRUCTURE	ADDITIONS (e.g. garage, deck)	ACCESSORY STRUCTURES (e.g. shed, fence)
One Family and Duplex	\$250	\$50	\$25
Multifamily	\$500	\$250	\$100
Small Commercial / Industrial (up to 20,000 SF)	\$500	\$250	\$100
Large Commercial / Industrial (over 20,000 SF)	\$1,000	\$250	\$100

NOTE: Only one fee is charged per application. If an application includes more than one structure type on the same lot, only the highest fee applies.

SECTION 1 – APPLICATION (TO BE COMPLETED BY APPLICANT)

INSTRUCTIONS:

This application must be accompanied by a Site Plan that illustrates building dimensions and setbacks measured to foundation walls, with dimensions of roof eaves and other overhangs clearly indicated. **Fence-only applications may contain less detail.**

Prior to plan submittal, applicant should identify lot boundaries and determine whether any public or private easements affect the property. Prior to construction, contact Digger's Hotline at (800) 242-8511. Some properties in the city require the approval of a Neighborhood Architectural Review Committee or Homeowner's Association that is separate from the City permitting process.

ADDRESS OF PROPERTY	WORK CONSISTS OF
OWNER	PROJECT REPRESENTATIVE (Contractor, Coordinator, Other)
NAME	CONTACT NAME
BUSINESS NAME or CO-OWNER'S NAME (if applicable)	BUSINESS NAME (if applicable)
MAILING ADDRESS	MAILING ADDRESS
CITY, STATE, ZIP	CITY, STATE, ZIP
DAYTIME PHONE #	DAYTIME PHONE #
EMAIL	EMAIL

PROJECT CLASS (Check One)	SINGLE FAMILY	DUPLEX	MULTIFAMILY	SMALL COMMERCIAL / INDUSTRIAL (up to 20,000 SF)	LARGE COMMERCIAL / INDUSTRIAL (over 20,000 SF)
PROJECT SCOPE (Check all that apply)	NEW STRUCTURE	ADDITION	ALTERATION		
STRUCTURE TYPE (Check all that apply)	PRINCIPAL STRUCTURE	GARAGE	DECK	SHED	
	FENCE	POOL	OTHER _____		

SITE DATA (not required for fence-only applications)	LOT AREA (sq.ft.)	IMPERVIOUS SURFACE AREAS		EXISTING	PLANNED CHANGES
		STRUCTURES (include roof eaves & other overhangs)		SF	SF
		DRIVEWAYS, PARKING AREAS, WALKWAYS		SF	SF
		OTHER FLAT SURFACES (patios, uncovered decks)		SF	SF

I, the undersigned, do hereby certify that the above information is correct and agree that in the performance of this work I will be bound by and submit to all statutes of the State of Wisconsin, conform to all applicable codes and ordinances of the City of Middleton, and abide by all other applicable rules and regulations. Furthermore, I understand that the City of Middleton is not responsible for enforcing neighborhood covenants, and any granted zoning variances apply only for the specific structure(s) reviewed by the Zoning Board of Appeals. I understand that the City may remove any structure or landscaping feature placed within or upon a public utility easement, and that any repair or restoration work will be at property owner expense.

SIGNATURE OF APPLICANT (must be owner or project representative listed above)	DATE
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SECTION 2 – STAFF REVIEW (PERTINENT SECTIONS TO BE COMPLETED BY PLANNING / ZONING OFFICIALS)

ADDRESS		REVIEWED BY:
ZONING DISTRICT	PDD NAME (if applicable)	REVIEW DATE:
PROPOSED USE / ACTIVITY IS PERMITTED IN ZONING DISTRICT YES NO REQUIRES CONDITIONAL USE PERMIT		100-YEAR FLOODPLAIN YES NO UNCLEAR
LOT AREA (SF)	CORNER LOT YES NO	FEE CATEGORY PRINCIPAL ADDITION ACCESSORY

ZONING REQUIREMENTS: MEASUREMENTS APPLY TO: EAVES WALLS unless indicated otherwise

SETBACKS OF PRIMARY STRUCTURES	ALLOWED BY CODE (in feet unless indicated otherwise)		PLAN COMPLIES		COMMENTS
	MIN.	MAX.	YES	NO	
FRONT					
REAR					
LEFT					
RIGHT					
GARAGE DOOR WALL (if applicable)					
ARCHITECTURAL FEATURES MAY ENCROACH A CERTAIN DISTANCE	YES	NO	YES	NO	
MAX. BUILDING HEIGHT	FEET	STORIES	YES	NO	
ACCESSORY STRUCTURES (LIST, IF ANY)	SETBACKS	HEIGHT	YES	NO	
			YES	NO	
DRIVEWAY REGULATIONS	WIDTH	SETBACK	YES	NO	
MAX. LOT COVERAGE	PERCENT	AREA	YES	NO	EAVES WALLS
MAX. IMPERVIOUS SURFACE AREA	PERCENT	AREA	YES	NO	EAVES WALLS
FENCE REGULATIONS <ul style="list-style-type: none"> • Decorative side must face outward; fence side with posts must face inward. • No sharp edges or any materials that may pose a hazard or easily fall into disrepair. • Fence within 5 feet of rear and side lot lines limited to height of 6 feet, including posts. • Fence in front yard must be decorative, no taller than 3 ft., and ≥ 50% airspace. • Lakeshore lots have additional fence regulations. 			YES	NO	

CONDITIONS OF APPROVAL

1. During construction, all lot corner monuments must be visible or indicated by stakes.
2. Compliance with conditions of approval stipulated by:
 Plan Commission minutes of _____
 Zoning Board of Appeals minutes of _____



Building Permit # _____

Date Issued: _____

IMPACT FEES
 CITY OF MIDDLETON
 7426 HUBBARD AVE.
 MIDDLETON, WI 53562
 608-821-8370 • FAX 608-827-1080
 www.cityofmiddleton.us

On November 6, 2007, the Common Council approved the creation of City Ordinance section 3.11 establishing Public Impact Fees, pursuant to Wis. Stats. § 66.0617. You may pay these fees at this time or within 14 days of the issuance of your Building Permit. **ANY PERSON FAILING TO TIMELY PAY AN IMPACT FEE DUE IN FULL AFTER ISSUANCE OF A BUILDING PERMIT SHALL BE SUBJECT TO SUMMARY REVOCATION OF SAID BUILDING PERMIT THE DAY AFTER THE IMPACT FEE WAS DUE IN FULL.**

AMOUNT OF EXEMPTION for Low Cost Housing purposes: \$ _____

Public Facilities Needs Assessment and Impact Fee

Impact Fee	Single Family & Duplex (per DU)	Multi-Family 2+ bedrooms (per DU)	Multi-Family 1 bedroom (per DU)	Commercial new or add. (per SF)	Industrial new or add. (per SF)	This Project
Law Enforcement	\$742	\$556	\$371	\$0.230	\$0.140	\$
Fire	\$238	\$179	\$119	\$0.070	\$0.050	\$
EMS	\$260	\$195	\$130	\$0.080	\$0.050	\$
Total	\$1,240	\$930	\$620	\$0.380	\$0.240	\$

 Project Address

DU/SF
 SF & Duplex _____
 MF 2+ bedroom _____
 MF 1 bedroom _____
 Commercial _____
 Industrial _____

Project Name and Description

 Applicant Address Phone Fax

 Landowner Address Phone Fax

I certify that all information is correct and that all pertinent City Ordinances will be complied with in performing the work for this project.

 Signature of Applicant Date

Print Name

Date paid _____ Receipt # _____ Total Impact Fee \$ _____



BUILDING INSPECTION DEPARTMENT

CITY OF MIDDLETON
7426 HUBBARD AVENUE
MIDDLETON, WI 53562-3118

PH 608-821-8370 FAX 608-827-1080
Email: buildinginspection@ci.middleton.wi.us
WEB: www.cityofmiddleton.us

INSPECTION CHECKLIST - BUILDING PERMIT# _____

Subcontractors shall request inspections for their own work by contacting the **BUILDING INSPECTION DEPARTMENT** at 821-8370. Failure to give proper inspection notification may result in fines. The Building Permit Applicant (signature on application) is responsible to verify that all required inspections have been made. Any developer/contractor who calls for an inspection before the work is ready for inspection may be assessed a fine of fifty dollars (\$50.00) per inspection.

EROSION CONTROL INSPECTION to be completed prior to footing inspection. Perimeter erosion control measures shall be placed within 24 hrs after beginning excavation.

FOOTING INSPECTION to be completed after forms and required reinforcing are in place, but before concrete is poured.

FOUNDATION INSPECTION to be completed before backfilling.

ROUGH INSPECTION to be completed for each category below before work is covered or concealed.

**UNDERGROUND/UNDERSLAB PLUMBING/ELECTRICAL/HVAC
UNDER FLOOR VAPOR BARRIER (BASEMENT)
BUILDING FRAMING
ELECTRICAL
PLUMBING
HVAC**

INSULATION INSPECTION to be completed after insulation and vapor barrier are in place, but before they are covered or concealed.

FINAL INSPECTION to be completed for each category below after all work is completed, but before use or occupancy.

**BUILDING
ELECTRICAL
PLUMBING
HVAC**

Inspection results will be posted on the doorjam of a bathroom (residential) or near the front door (commercial).

Work shall not proceed until required inspections are completed and approval has been granted. If a required inspection is not completed within two (2) working days after proper notification has been given, the contractor may proceed to the next phase of construction.

THE MIDDLETON BUILDING CODE REQUIRES THAT A CERTIFICATE OF OCCUPANCY BE ISSUED BY THE BUILDING INSPECTOR PRIOR TO THE OCCUPANCY OR USE OF THE BUILDING. THIS ALSO COVERS USING A BUILDING FOR STORAGE OR MOVING ITEMS INTO THE BUILDING.