



OFFICE OF BUILDING INSPECTION FREQUENTLY ASKED QUESTIONS

Any other questions, call 335-5140

1) What type of general information is available?

We have handouts on:

Basement Bedrooms
Decks
Driveways
Fences
Garages
Sheds
Swimming Pools

2) Why do I need a permit?

State and municipal codes require permits to insure that building, plumbing, electrical, heating and zoning code requirements are met.

3) Why do I have to pay a fee?

The fee covers the on site inspection(s) that are conducted to assure the work is done in a workmanship like manner and according to code requirements

4) When do I need a permit for work on my home?

Here are some examples:

- ~ Finishing a basement
- ~ Remodeling /rearranging living space (walls)
- ~ Adding a dormer
- ~ Constructing an addition
- ~ Adding a 3 season room
- ~ Adding a deck
- ~ Replacing a porch or deck

5) Can I add a bedroom to my basement?

Yes, if you have the proper egress window and exiting requirements. We have handouts available.

6) How close to the lot line could an addition be?

It varies with the zoning of the property.

7) Do I need a permit for replacing roofing & siding?

Yes

8) Do I need a permit for a shed?

Yes

9) Where can a shed be located?

At least 5' from a side or rear lot line and 10' from the residence and not within any easements.

10) How big can the shed be?

Accessory structures (including detached garages) cannot exceed 720 sq. ft. total.

11) Can I put a detached garage on my lot?

Detached garages cannot exceed 720 sq. ft. The maximum height is 18'. Detached garages must be located at least 5' from a side or rear lot line and 10' from the house and not within an easement.

12) Do I need a permit for a fence?

Yes

13) How tall can a fence be and how close to a lot line?

Call us at (262) 335-5140 or visit our office to obtain a handout with this information on it.

14) Do I need a permit for a new driveway?

Yes, if more than a year has passed since an occupancy permit was issued or if the driveway will be wider than shown on the original plat of survey. No permit is required if the driveway is poured as shown on the original plat of survey and within one year of the issue date of the Certificate of Occupancy.

15) Do I need a permit to replace or add to a driveway?

Yes

16) How close can my driveway be to the lot line?

3' if on a minor street

5' if on a major street

It cannot be within an easement.

17) Do I need a permit to replace/add a furnace or air conditioner?

Yes

18) Do I need a permit to replace/add a water heater or water softener?

Yes

19) Do I need a permit for a swimming pool?

Yes, but we must first have an electrical permit from a licensed electrician who will be doing the electrical work.

20) Can I do my own electrical work?

Yes, if you are the owner and occupant of a single family home. Duplex and condo owners may not do their own electrical work. A homeowner may not do any work with the electrical service to their home or on a swimming pool or spa.

21) Is a permit required if I do my own electrical work?

Yes

22) May I do plumbing work in my home?

Yes, if you are the owner and occupant of a single family home. Duplex and condo owners may not do their own plumbing work.

23) Is a permit required if I do my own plumbing work?

Yes

24) How much does a building permit cost?

You need to call Building Inspection Office at 335-5140.