

TOWN OF EL PASO

N5325 450th St.
Ellsworth, WI 54011

To be completed by Clerk

Permit # _____

Date Fee Received _____

BUILDING PERMIT APPLICATION

Instructions on page 2.

Property Owner _____ Fee (per page 2) _____

Location Address _____

Current Telephone # _____

Current Owner's Address (if other than location) _____

Tax Parcel # _____ or Legal Description _____

Use _____

Description of Project _____

Construction Cost Estimate _____

Contractor or Builder _____ Contractor's Telephone # _____

Project Type Remodeling New Construction

Complete this section for New Construction

County Land Use Permit #/Date _____

County Sanitary Permit #/Date _____

State License # (or enter B.C.R. & D.C.C.) _____

B.C.R. #
Building Contractor Reg _____

D.C.C. #
Dwelling Contractor Cert _____

Required submittals per page 2 have been or will be submitted.

The applicant and builder agree to comply with all zoning, building and erosion codes, and all conditions of this permit for the Town of El Paso, County of Pierce and State of Wisconsin. The applicant understands that the issuance of the building permit creates no legal liability, expressed or implied on the Town, and certifies that all the above information is accurate.

Applicant's signature _____ Date _____

PERMIT APPROVAL

Inspections (circled) required before sheet rocking: Plumbing Electrical Structure

I, _____, Building and Zoning Inspector for the Town of El Paso, approve the application as of this date: _____. This permit will expire in one year without request for extension.

Identified subcontractors: Electrical _____

Plumber _____ License # _____

HVAC Installer _____ Certification # _____

TOWN OF EL PASO

Clerk (715) 273-4811 #2
E-mail: ElPasoClerk@gmail.com

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BUILDING PERMIT INSTRUCTIONS

1. Applicant fills out and returns the following to Clerk with Total Fee (check pay to the order of Town of El Paso).
 - a. Building Permit Application (page 1)
 - b. For contractors working on a new/remodel house, also fill out WI “Contractor Credential Verification for Building Projects” form (SBD-10889 available from WI Depart of Commerce www.commerce.state.wi.us)
 - c. For new homes also submit, “WI Uniform Building Permit Application” form (SBD-5823 available from WI Depart of Commerce www.commerce.state.wi.us)
2. Applicant delivers or mails plans (e.g. drawings) as needed directly to Inspector (telephone (715) 262-5777):
Galen A. Seipel, Appraisals and Inspections, LLC
P.O. Box 283, 149 Tower Rd
Prescott, WI 54021

Required Submittals include:
 - 1 Set of complete working plans (including pertinent structural data)
 - Sub-contractor list for all sub-contracted work
 - Copy of County Land Use Permit (if required from County)
3. Obtain Driveway Permit if needed. Contact: Town Chairperson or alternately Town Patrolman (715) 273-4811 #1
4. Inspector issues permit and follows up with inspection(s).
5. Questions? For inspection related questions, please contact the Town Inspector at (715) 262-5777.

OTHER INFORMATION

- Per Inspector: Pierce County requires zoning permits from the Land Management Office for any additions or new structures. The County does not require any permits for remodeling that does not increase the size of the structure. Requester should have the County zoning permit and the number before applying for the Town permit.
- WI uniform dwelling code requires an inspection for any permit applied for and received for home improvements to any house built after 1980.

FEE SCHEDULE (See Definitions on page 3)	Inspector Fee	Town Fee	Total Fee
Two story new house with or w/o basement	\$900 *	\$100	\$1000
One Story new house, single level with or w/o basement or lower level	\$800 *	\$100	\$900
Modular or manufactured assembled new home to be placed upon a basement foundation	\$600	\$100	\$700
Modular or manufactured assembled home new or used to be placed at grade w/o a permanent basement foundation	\$400	\$100	\$500
Major house additions requiring inspections same as new houses	\$300	\$100	\$400
Major house remodeling, additions or large detached non-residential structure	\$250	\$100	\$350
Minor additions and attached structures not part of original construction (e.g. attached garage)	\$200	\$100	\$300
Small detached structures, minor remodeling and other required additional permits (e.g. pole shed, silos, grain bins, lean-tos, patios, uncovered porches, new or expanded decks)	\$75	\$100	\$175
A certificate of occupancy will be issued for new homes ready for occupancy. A fee will be charged for re-inspection to gain occupancy if not completed on original final inspection.	\$25		\$25
Conversion to residence	**	**	**
Driveway		\$100	\$100

* For duplex, twin home or other new multi-family housing, multiply the fee for each unit of housing.

** Converting a non-inhabited building or structure to a residence will be charged the new home fee, with the same requirements.

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DEFINITIONS	
Major additions	An addition that adds one or more rooms with a greater than 400 additional square feet of floor area w/o removing the existing house
Major remodeling	Includes the removal of any interior or exterior wall space that cause a new foundation to support a new roof line and enlarge the footprint by adding less than 400 square feet to the existing house
Minor additions	This includes the completion of unfinished basement rooms such as the recreation room, bedrooms and bathrooms in the house interior and each exterior attached deck, porch and each utility shed
Minor remodeling	This includes remodeling confined to the existing interior of the existing house. No interior or exterior walls are removed. Note: Permit when remodeling is only needed if structural or adding on. (No permit needed for re-roofing, re-siding or replacement windows.)