

**TOWN OF WHEATLAND
P.O. BOX 797 - 34315 GENEVA ROAD
NEW MUNSTER WI 53152
PHONE (262) 537- 4340 - FAX (262) 537- 4261**

NEW HOME PERMIT PACKAGE

- 1. PERMITS FOR CULVERT INSTALLATION AFFECTING TOWN STREET (INCLUDES DIVEWAY RESTRICTIONS).**
- 2. WE ENERGIES - RESIDENTIAL APPLICATION & AGREEMENT FOR UTILITY SERVICE.**
- 3. DILHR - ENERGY WORKSHEET - UNIFORM DWELLING CODE.**
- 4. WISCONSIN UNIFORM BUILDING PERMIT APPLICATION**
- 5. REQUIRED INSPECTIONS FOR SINGLE-FAMILY DWELLINGS.**
- 6. EROSION CONTROL FOR HOME BUILDERS.**
- 7. TOWN OF WHEATLAND INFORMATION REQUIRED.**
 - HEAT CALCULATION**
 - DETAILED DRAINAGE PLAN**
 - SURVEY PREPARED BY A LICENSED SURVEYOR WITH HOUSE PLATTED ON SURVEY**
 - ELEVATIONS OF ADJACENT DWELLINGS AS WELL AS PROPOSED DWELLING.**
- 8. MOST COMMON MISTAKES**
- 9. ALLIANT ENERGY - RESIDENTIAL APPLICATION & AGREEMENT FOR UTILITY SERVICE.**

TOWN OF WHEATLAND REQUIREMENTS for RESIDENTIAL BUILDING CONSTRUCTION

1. **Driveway access permit.** (If property is located on a state or county road, the permit is obtained from the Kenosha County Hwy. Dept. office located at the Kenosha County Center, intersection of S.T.H. 50 & 45 in Bristol, 857-1870. If located on a town road, obtain the permit from the town office in New Munster, 537-4340.) Sometimes driveway access is denied at a certain location because it may create a traffic hazard, so this should be your first permit.
2. A **survey** prepared by a registered surveyor that shows the building located on the property with all setbacks delineated. Required in order to obtain the zoning permit and useful for septic application.
3. A **sanitation permit** obtained from Kenosha County Office of Planning & Development, Kenosha County Center, 857-1895. Septic system installer must prepare the application.
4. A **zoning permit** obtained from Kenosha County Office of Planning & Development. The survey in item #2 is a **requirement of this permit application.**
Note: If you plan a deck in the near future, include that on the survey so that it will be covered by your zoning permit. Even if your zoning permit runs out before the deck is built, it will facilitate a renewal permit.
5. A **building address number** is obtained at the time the zoning permit is issued. **Building address numbers must be posted on the property** in a location to be seen readily from the street.
6. A **building permit** is obtained from Tim Popanda, Wheatland Building Inspector, 537-4340. A checklist is attached. Plans may be reviewed prior to your obtaining the sanitation and zoning permits, but the actual building permit cannot be issued prior to those permits.
 - a. bring two sets of building plans. One will be returned with a stamped approval at the time the permit is issued.
 - b. an energy worksheet showing the heat loss calculations is required before a permit can be issued. Your heating contractor may supply this.
 - c. a site plan which shows how erosion control will be implemented.
 - d. fees vary with each building and are based on size and building features.
7. Building construction must comply with all Wisconsin Uniform Dwelling Code regulations. (Chapters ILHR 20-25 of the Wisconsin Administrative Code.) These are available on the State of Wisconsin website: www.legis.state.wi.us/rsb/code/comm/comm020.html.
8. The sanitary system installer and the interior plumber must have valid Wisconsin licenses. Other trades may be licensed in the future.



**Town of Wheatland Building Inspector
34315 Geneva Road - PO Box 797
New Munster WI 53152
Office Phone 262-537-4340 - Fax 262-537-4261**

**TO: Wheatland Residents & Contractors
From: Tim Popanda
Town of Wheatland Building Inspector**

RE: OFFICE HOURS

The Town of Wheatland Building Inspectors Office hours will be a follows:

Monday thru Friday 4:00 P.M. to 5:00 P.M. - Inspections to follow.

AS in the past if these hours are just not possible residents & contractors may by appointment meet with the Inspector at a mutual agreed day and time. Please call Tim during office hours to set up the appointment.

**Tim Popanda
Wheatland Building Inspector**