

**TOWN OF PRAIRIE LAKE  
BUILDING PERMIT APPLICATION**

Prairie Lake Town Clerk 715-924-2580 Email: prlakeclerk@gmail.com

*(This permit expires two years from the date of application and must be renewed if the subject project is incomplete. If the project is a dwelling, it is considered incomplete until a certificate of occupancy is issued.)*

**PERMIT APPLICANT**

**PERMIT #:**

Owner's Full Name _____				
Last	First	Middle		
Owner's Current Home Address _____				
Number & Street	City	State	Zip	
Owner's Phone # _____				
Home or Business	Cellular	Email Address		
Builder's Name and Phone #: _____				
Name	Phone #			
Builder's Address: _____				

**PROJECT LOCATION**

Address where the project will be built: _____
Name of Subdivision (If none, so state): _____
Tax ID for Parcel or Lot #: <b>036-</b> _____ - _____ - _____
Legal Description: _____ ¼ _____ ¼ Section _____ T 33N R11W, Parcel Size _____ (Acres)

**PROJECT TYPE AND VALUE** *(Check all that apply)*

<b>Project Category</b>	<b>Size, Area</b>	<b>Foundation</b>
<input type="checkbox"/> Stick Built	Basement _____ sq. ft.	<input type="checkbox"/> Slab on Grade
<input type="checkbox"/> Dwelling Addition	Living Area _____ sq. ft.	<input type="checkbox"/> Crawl Space
<input type="checkbox"/> Moved Building	Garage _____ sq. ft.	<input type="checkbox"/> Basement
<input type="checkbox"/> Manufactured Home (HUD)	Deck _____ sq. ft.	<input type="checkbox"/> Other _____
<input type="checkbox"/> Manufactured Dwelling (UDC)	Other _____	
<input type="checkbox"/> Mobile Home		
<input type="checkbox"/> Pole Shed or Storage Building		
<input type="checkbox"/> Commercial/Industrial Building		
<input type="checkbox"/> Deck/Porch		
<input type="checkbox"/> Other _____		

Are there covenants or deed restrictions in place for the subject property?  Yes  No

Provide a brief description of the project: \_\_\_\_\_

\_\_\_\_\_

TOTAL VALUE OF PROJECT: \$ \_\_\_\_\_

**PERMITS** *(Permits may include but are not limited to the following:)*

<b>State of Wisconsin:</b>	
<input type="checkbox"/> UDC Permit (All Dwellings) Contact Scott Schiefelbein at (715)354-3963 office or (715)790-6963 cell phone.	
<input type="checkbox"/> Water Well & Test (Well Driller)	<input type="checkbox"/> Commercial Electrical Permit
<b>Barron County:</b> Contact Barron County Zoning Office 715-537-6375	
<input type="checkbox"/> Rural Address Sign	<input type="checkbox"/> New Dwelling <input type="checkbox"/> Sanitary Sewer# _____ <input type="checkbox"/> Filling & Grading
<input type="checkbox"/> Certified Soil Test	<input type="checkbox"/> Land Use # _____ <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Other:
<b>Town of Prairie Lake:</b> Contact Prairie Lake Town Clerk 715-924-2580	
<input type="checkbox"/> Driveway Permit	<input type="checkbox"/> Agricultural/Town Building Permit

**PERMIT FEE & INFORMATION**

**Town Permit Fee: \$100.00.** Make check payable to the Town of Prairie Lake.  
Failure to obtain the town permit prior to project start will result in doubling of the fee.

If a new driveway will be built, a driveway permit must be issued by the Town of Prairie Lake, contact Joe Hillmann at (715)-642-2426. Cost is an additional \$50.00.

Agricultural Building Permits are required by Town of Prairie Lake for buildings built exclusively for agricultural purposes. These permits are issued at no cost.

A copy of this permit must be posted in a prominent location near the intersection of the owner’s driveway and the nearest public roadway. A water-resistant clear plastic bag mounted on plywood or similar may be used for this purpose.

Failure to post permits will result in a minimum fifty dollar (\$50.00) fine. Fines may double for continued failure to post permits.

**DO NOT BEGIN WORK UNTIL BUILDING INSPECTOR HAS APPROVED.**  
Call Scott Schiefelbein at (715)-354-3963 office or (715)-790-6963 cell phone.

**OWNER'S CERTIFICATION**

I, \_\_\_\_\_, as owner of the subject property and applicant for this Town of Prairie Lake Permit, hereby certify that the subject project will be constructed in full compliance with all required permits, codes, covenants, and deed restrictions. I further understand that failure to comply with this certification will result in penalties assessed by the Town of Prairie Lake.

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Printed Name)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Witnessed by: Signature of Town Clerk or other town official)*

\_\_\_\_\_  
*(Date)*

**OFFICE USE ONLY:**

Fee Paid \_\_\_\_\_ Date Paid \_\_\_\_\_ Received by \_\_\_\_\_