

ITEMS TO BE SUBMITTED WITH NEW SINGLE FAMILY BUILDING PERMIT APPLICATIONS

- Application for Site Plan Review
<https://townofwestbend.com/wp-content/uploads/2021/07/Application-for-Residential-Site-Plan-Review.pdf>
- All Approved Sanitary Permit Paperwork
 - o Washington County | Planning & Parks | 262-335-4445
 - o Silver Lake Sanitary District | John Behrens | 262-305-9396
- If within Shoreland Zoning (1000 feet or less from lake) permit paperwork from Washington County
- Driveway Access/Culvert Permit with separate \$50 fee. Please show location of driveway on separate site survey
<https://townofwestbend.com/wp-content/uploads/2021/07/Road-Access-Culvert-Permit.pdf>
- Online Building Permit Application
Department of Safety & Professional Services (DSPS)
<https://esla.wi.gov/PortalCommunityLogin>

You are NOT REQUIRED and should not create a user account to submit UDC permits.

Select Uniform Dwelling Code Permits Tab

Frequently Asked Questions: <https://esla.wi.gov/resource/1626526357000/FAQs>

(Includes Construction, Erosion Control, Plan Review, HVAC, Occupancy, Zoning, and State Seal)

- Town of West Bend Building Permit Application
<https://townofwestbend.com/wp-content/uploads/2021/07/Building-Permit-Application.pdf>
- Elevations: Footings Certification Form (Walt)
- One set of Heat Calcs
- Three (3) sets of Building Plans showing elevations etc. ¼" to 1" scale
- Three (3) Plot of Survey Maps showing location, setbacks, erosion
- Wall Bracing plan
- Email PDF copy of building plans, wall bracing plan, and plot of survey to zoning@townofwestbend.com

****If Applicable:**

Town Conditional Use Permit

Arch Approval

Electrical and Plumbing Permits are separate

Town of West Bend

6355 CTH Z, West Bend, WI 53095

262-338-3417 | Mon-Thurs. 8am-2:30pm