



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

## **NEW ONE & TWO FAMILY PERMIT REQUIREMENTS**

- State permit application fully filled out with certification numbers, addresses, and telephone number
- HVAC permit application filled out
- Electrical permit application filled out
- Plumbing permit application filled out
- Plumbing permit application filled out for sewer & water by utility contractor (if not same as plumber)
- Zoning permit application
- Impact Fee permit application
- 2 copies of plans in scale
- 2 copies of survey in original size with driveway shown
- 1 copy of heat calculations

## **EARLY START PERMIT REQUIREMENTS**

- State permit application with Building Contractor information filled out
- 2 copies of foundation plans
- 2 copies of survey in original size with driveway shown

**NOTE: Permit will not be processed without all of the above items submitted at the same time. Permits are processed in the order that completed application packets are received.**

Dept of Safety & Professional Services Industry Services Division Wisconsin Stats. 101.63, 101.73		<b>Wisconsin Uniform Building Permit Application</b> Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]			Application No.  Parcel No.																									
<b>PERMIT REQUESTED</b>		Constr. <u>HVAC</u> <u>Electric</u> <u>Plumbing</u> <u>Erosion Control</u> Other:																												
Owner's Name <b>FYF LLC.</b>		Mailing Address <b>43 S Water St E</b>			Tel. <b>920.723.1317</b>																									
Contractor Name & Type Dwelling Contractor (Constr.)		Lic/Cert#	Mailing Address		Tel. & Fax																									
Dwelling Contr. Qualifier <b>FYF LLC.</b>			The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.		<b>920.723.1317</b>																									
HVAC <b>RICHTER HEATING &amp; AIR CONDITIONING</b>		<b>1292522</b>	<b>N7637 LITTLE COFFEE RD; WATERTOWN, WI</b>		<b>920-988-7050</b>																									
Electrical <b>ROUSE ELECTRIC</b>		<b>32 - IL</b>	<b>4083 GRANDVIEW AVE.; GURNEE LAKE, IL</b>		<b>847-249-9095</b>																									
Plumbing <b>HOLLYWOOD PLUMBING</b>		<b>230366</b>	<b>N6534 HICKORY; ELKHORN, WI</b>		<b>262-770-9202</b>																									
<b>PROJECT LOCATION</b>		Lot area <b>4,670sf</b> Sq.ft.	One acre or more of soil will be disturbed	Town Village City of <b>Lake Geneva</b>	_____ 1/4, _____ 1/4, of Section _____, T _____ N, R _____ E/W																									
Building Address <b>640 West Main Street</b>		County <b>Walworth</b>		Subdivision Name		Lot No.																								
Zoning District(s) <b>CB - Central Business</b>		Zoning Permit No.		Setbacks:	Front <b>0ft</b> ft.	Rear <b>10ft</b> ft.																								
		Left <b>0ft</b> ft.	Right <b>0ft</b> ft.																											
<b>1. PROJECT</b>		<b>3. OCCUPANCY</b>	<b>6. ELECTRIC</b>	<b>9. HVAC EQUIP.</b>	<b>12. ENERGY SOURCE</b>																									
New <u>Alteration</u> Repair Raze Addition Move Other:		<u>Single Family</u> Two Family Garage Other:	Entrance Panel Amps: _____ Underground Overhead	<u>Furnace</u> Radiant Basebd Heat Pump Boiler <u>Central AC</u> Fireplace Other:	Fuel Nat Gas LP Oil Elec Solid Solar Geo																									
<b>2. AREA INVOLVED (sq ft)</b>		<b>4. CONST. TYPE</b>	<b>7. WALLS</b>	<b>10. SEWER</b>	<b>13. HEAT LOSS</b>																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Unit 1</th> <th>Unit 2</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Unfin. Bsmt</td> <td><b>350sf</b></td> <td></td> <td></td> </tr> <tr> <td>Living Area</td> <td><b>2955sf</b></td> <td></td> <td></td> </tr> <tr> <td>Garage</td> <td><b>0sf</b></td> <td></td> <td></td> </tr> <tr> <td>Deck/ Porch</td> <td><b>700sf</b></td> <td></td> <td></td> </tr> <tr> <td>Totals</td> <td><b>4005sf</b></td> <td></td> <td></td> </tr> </tbody> </table>			Unit 1	Unit 2	Total	Unfin. Bsmt	<b>350sf</b>			Living Area	<b>2955sf</b>			Garage	<b>0sf</b>			Deck/ Porch	<b>700sf</b>			Totals	<b>4005sf</b>			<u>Site-Built</u> Mfd. per WI UDC Mfd. per US HUD	<u>Wood Frame</u> Steel ICF <u>Timber/Pole</u> Other:	<u>Municipal</u> Sanitary Permit#	<b>67,302</b> BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)	
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		<b>5. STORIES</b>	<b>8. USE</b>	<b>11. WATER</b>	<b>14. EST. BUILDING COST w/o LAND</b>																									
		1-Story <u>2-Story</u> Other:	Seasonal Permanent Other:	<u>Municipal</u> On-Site Well	<b>\$ 400,000</b>																									
I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.																														
I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the reverse side of the last ply of this form.																														
APPLICANT (Print:) <b>Ryan Schultz</b>				Sign: _____		DATE <b>05/22/2017</b>																								
<b>APPROVAL CONDITIONS</b>		This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <b>See attached for conditions of approval.</b>																												
<b>ISSUING JURISDICTION</b>		Town of _____ Village of _____ City of _____ County of _____ State → _____			State-Contracted Inspection Agency#: _____ Municipality Number of Dwelling Location _____																									
<b>FEES:</b>		<b>PERMIT(S) ISSUED</b>	<b>WIS PERMIT SEAL #</b>	<b>PERMIT ISSUED BY:</b>																										
Plan Review \$ _____ Inspection \$ _____ Wis. Permit Seal \$ _____ Other \$ _____ Total \$ _____		Construction HVAC Electrical Plumbing Erosion Control		Name _____ Date _____ Tel. _____ Cert No. _____																										

## INSTRUCTIONS

The owner, builder or agents shall complete the application form down through the Signature of Applicant block and submit it and building plans and specifications to the enforcing jurisdiction, which is usually your municipality or county. Permit application data is used for statewide statistical gathering on new one- and two-family dwellings, as well as for local code administration.

**Please type or use ink and press firmly with multi-ply form.**

### PERMIT REQUESTED

- Check off type of Permit Requested, such as structural, HVAC, Electrical or Plumbing.
- Fill in owner's current Mailing Address and Telephone Number.
- If the project will disturb one acre or more of soil, the project is subject to the additional erosion control and stormwater provisions of ch. NR 151 of the WI Administrative Code. Checking this box will satisfy the related notification requirements of ch. NR 216.
- Fill in Contractor and Contractor Qualifier Information. Per s. 101.654 (1) WI Stats., an individual taking out an erosion control or construction permit shall enter his or her dwelling contractor certificate number, and name and certificate number of the dwelling contractor qualifier employed by the contractor, unless they reside or will reside in the dwelling. Per s. 101.63 (7) Wis. Stats., the master plumber name and license number must be entered before issuing a plumbing permit.

### PROJECT LOCATION

- Fill in Building Address (number and street or sufficient information so that the building inspector can locate the site).
- Local zoning, land use and flood plain requirements must be satisfied before a building permit can be issued. County approval may be necessary.
- Fill in Zoning District, lot area and required building setbacks.

PROJECT DATA - Fill in all numbered project data blocks (1-14) with the required information. All data blocks must be filled in, including the following:

2. Area (involved in project):
  - Basements - include unfinished area only
  - Living area - include any finished area including finished areas in basements
  - Two-family dwellings - include separate and total combined areas
3. Occupancy - Check only "Single-Family" or "Two-Family" if that is what is being worked on. In other words, do not check either of these two blocks if only a new detached garage is being built, even if it serves a one or two family dwelling. Instead, check "Garage" and number of stalls. If the project is a community based residential facility serving 3 to 8 residents, it is considered a single-family dwelling.
9. HVAC Equipment - Check only the major source of heat, plus central air conditioning if present. Only check "Radiant Baseboard" if there is no central source of heat.
10. Plumbing - A building permit cannot be issued until a sanitary permit has been issued for any new or affected existing private onsite wastewater treatment system.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

SIGNATURE – The owner or the contractor's authorized agent shall sign and date this application form. If you do not possess the Dwelling Contractor certification, then you will need to check the owner-occupancy statement for any erosion control or construction permits.

CONDITIONS OF APPROVAL - The authority having jurisdiction uses this section to state any conditions that must be complied with pursuant to issuing the building permit.

ISSUING JURISDICTION: This must be completed by the authority having jurisdiction.

- Check off Jurisdiction Status, such as town, village, city, county or state and fill in Municipality Name
- Fill in State Inspection Agency number only if working under state inspection jurisdiction.
- Fill in Municipality Number of Dwelling Location
- Check off type of Permit Issued, such as construction, HVAC, electrical or plumbing.
- Fill in Wisconsin Uniform Permit Seal Number, if project is a new one- or two-family dwelling.
- Fill in Name and Inspector Certification Number of person reviewing building plans and date building permit issued.

INSPECTORS: PLEASE RETURN SECOND PLY WITHIN 30 DAYS AFTER ISSUANCE TO (You may fold along the dashed lines and insert this form into a window envelope.):

Industry Services Division  
PO Box 7302  
Madison WI 53707-7302

(Part of Ply 4 for Applicants)

### **Cautionary Statement to Owners Obtaining Building Permits**

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

### **Cautionary Statement to Contractors for Projects Involving Building Built Before 1978**

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance

### **Wetlands Notice to Permit Applicants**

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

### **Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil**

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: \_\_\_\_\_



Date: 07/25/2017

### **Contractor Credential Requirements**

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Industry Services. Contractors are also required to only subcontract with contractors that hold the appropriate contractor credentials.



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

Permit Number \_\_\_\_\_  
City use only

## ONE & TWO FAMILY ELECTRICAL PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

**Located at:**

Address: 640 West Main Street

Tax ID / Parcel Number(s): 00306

**Principal Structure**

- ☐ New  
☐ Addition  
☒ Alteration  
☐ Update / Extension

**Accessory Structure**

- ☐ New  
☒ Addition (Exterior Decks)  
☐ Alteration  
☐ Update / Extension

- ☐ New Electric Service \_\_\_\_\_ Amp ☐ U/G ☐ O/H **\$100.00 SF \$200.00 Duplex**  
☐ Update Electric Service 200 Amp From: ☒ U/G ☐ O/H To: ☒ U/G ☐ O/H **\$75.00**  
☐ Electric Sub-Panel \_\_\_\_\_ Amp **\$50.00**  
☐ Generator **\$75.00**  
☐ Electric Wiring Extension / Rewiring \_\_\_\_\_ sq.ft. **\$0.10/sq.ft., or \$1.00/Device, Minimum \$50.00**  
☐ Electric Pool, Hot Tub, Pond **\$50.00**

Estimated Value of Electrical Project: \$ \$35,000

**Property Owner:**

Company: FYL LLC.  
Print Name: Letitia Erdman  
Signature: [Signature]  
Address: 438 Water St E  
Fort Atkinson, WI 53589  
City State Zip  
Phone: (920)723.1317

**Contractor:**

Company: ROUSE ELECTRIC  
Print Name: KENT ROUSE  
Signature: \_\_\_\_\_  
Address: 4083 GRANDVIEW AVE.  
GURNEE LAKE, IL 60031  
City State Zip  
Phone: ( ) 847-249-9095

Contractor License # 32 - IL

Building Inspector Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Fees: \_\_\_\_\_



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

Permit Number \_\_\_\_\_  
City use only

## ONE & TWO FAMILY HVAC PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

**Located at:**

Address: 640 West Main Street

Tax ID / Parcel Number(s): 00306

**Principal Structure**

- ☐ New  
☐ Addition  
☒ Alteration  
☐ Update / Extension

**Accessory Structure**

- ☐ New  
☒ Addition (Exterior Decks)  
☐ Alteration  
☐ Update / Extension

- ☐ New Furnace 70,000 BTU  
☐ Update Furnace \_\_\_\_\_ BTU  
☐ New Boiler \_\_\_\_\_ BTU  
☐ Update Boiler \_\_\_\_\_ BTU  
☐ Heat Pipe Extension \_\_\_\_\_ sq.ft.  
☐ Air Conditioning Unit 5 Ton

**Fees:** New Furnace / Boiler \$100.00 first unit, \$50.00 each additional unit.  
Replacement Furnace / Boiler \$50.00  
Heat Pipe Extension \$2/100 sq.ft., Minimum \$50.00  
Permanently installed wall unit \$20.00 flat fee  
A/C units \$50.00 each

Estimated Value of HVAC Project: \$ 25,000

**Property Owner:**

Company: FYL LLC.  
Print Name: Letitia Erdman  
Signature: [Signature]  
Address: 43 S Water St E  
Fort Atkinson, WI 53589  
City State Zip  
Phone: (920)723.1317

**Contractor:**

Company: RICHTER HEATING & AIR CONDITIONING  
Print Name: BILL RICHTER  
Signature: \_\_\_\_\_  
Address: N7637 LITTLE COFFEE RD; WATERTOWN, WI  
WATERTOWN, WI 53094  
City State Zip  
Phone: ( ) 920-988-7050

Contractor License # 1292522

Building Inspector Approval: \_\_\_\_\_ Date: \_\_\_\_\_ Fees: \_\_\_\_\_



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

Permit Number \_\_\_\_\_  
City use only

## ONE & TWO FAMILY PLUMBING PERMIT APPLICATION

I (We), the undersigned do hereby submit an application for a permit for the property:

**Located at:**

Address: 640 West Main Street

Tax ID / Parcel Number(s): 00306

**Principal Structure**

- ☐ New  
☐ Addition  
☒ Alteration

**Accessory Structure**

- ☐ New  
☒ Addition (Exterior Decks)  
☐ Alteration

- ☐ # Water Closets / Bidets 8  
☐ # Kitchen Sinks 1  
☐ # Laundry Sinks 1  
☐ # Hose Bibs 2  
☐ # Sewer Ejector Pit \_\_\_\_\_  
☐ # Sewer Lateral 35 ft

- ☐ # Showers / Tubs 8  
☐ # Dishwashers 1  
☐ # Clothes Washers 1  
☐ # Water Heaters 1  
☐ # Lawn Sprinkler (AVB) \_\_\_\_\_  
☐ # Water Lateral 35 ft

- ☐ # Vanity Sinks 8  
☐ # Garbage Disposals 1  
☐ # Floor / Site Drains \_\_\_\_\_  
☐ # Water Softeners 1  
☐ # Future Stubs \_\_\_\_\_  
☐ # Storm Lateral \_\_\_\_\_ ft

**Total # of Fixtures** 30

**Fees:** \$12.00/fixture, \$50.00 Minimum, Laterals \$50.00 each

Estimated Value of Plumbing Project: \$ \$28,000

**Property Owner:**

Company: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Address: \_\_\_\_\_  
City State Zip  
Phone: ( ) \_\_\_\_\_

**Contractor:**

Company: HOLLYWOOD PLUMBING  
Print Name: TOM MCCORMICK  
Signature: \_\_\_\_\_  
Address: N6534 HICKORY  
ELKHORN, WI 53121  
City State Zip  
Phone: ( ) 262-770-9202

**Contractor License #** 230366

**Building Inspector Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Fees:** \_\_\_\_\_



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

Permit Number \_\_\_\_\_  
City use only

## ZONING PERMIT APPLICATION

### Property located at:

Address: 640 West Main Street  
Tenant Space \_\_\_\_\_

Tax ID / Parcel Number(s): 00306

Owner FYL LLC.  
Address 43 S Water St E  
Fort Atkinson, WI 53589  
Telephone 920.723.1317

Applicant OpeningDesign (Ryan Schultz)  
Address 312 W. Lakeside  
Madison, WI 53715  
Telephone 773.425.6456

TO THE ZONING ADMINISTRATOR: The undersigned hereby applies for a permit to do work herein described and located as shown on this application. The undersigned agrees that all work done will be in accordance with the zoning ordinance and all other ordinances of the **City of Lake Geneva** and with all laws of the State of Wisconsin, applicable to said premises. I expressly grant the zoning administrator, or the zoning administrator's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Signed \_\_\_\_\_ Agent/ Owner

### Work consists of: (check)

<input type="checkbox"/> New Building	<input checked="" type="checkbox"/> Addition	<input checked="" type="checkbox"/> Alteration	<input checked="" type="checkbox"/> Deck	<input checked="" type="checkbox"/> Driveway
<input type="checkbox"/> Accessory Structure	<input type="checkbox"/> Swimming Pool	<input checked="" type="checkbox"/> Fence	<input checked="" type="checkbox"/> Sign	<input type="checkbox"/> Home Occupation
<input type="checkbox"/> Erosion Control	<input type="checkbox"/> Temporary Use	<input type="checkbox"/> Tree Cutting	<input type="checkbox"/> Other _____	

**Site Development Plan:** The site development plan shall be submitted as a part of the permit application and should contain the following information drawn to scale:

- Provide survey showing dimensions and area of the lot,
- Location of all existing and proposed structures with distances measured from the lot lines,
- Location of the ordinary high watermark or any abutting navigable waterways, boundaries of all wetlands, floodplains and floodways,
- Existing and proposed topographic and drainage features and vegetative cover,
- Location of existing or future access roads or driveways,
- Description of the type of structure; existing and proposed operation or use of the structure or site

To convert an existing (2) story "Indoor Sales or Service" land use to a 'Commercial Indoor Lodging' use. The specific use will be an 8 bedroom vacation rental. A new 440 sf deck adjacent to the existing building is also proposed.

Estimated Cost of Proposed Site Improvements \$ 30,000

Fees: \_\_\_\_\_

Conditionally Approved (date) \_\_\_\_\_

Signed \_\_\_\_\_  
Zoning Administrator