



City of Madison

Building Plan Approval

Application

Department of Planning & Economic & Community Development
Inspection Division
 215 Martin Luther King Jr. Blvd. Rm LL-100
 Madison WI 53703
 P.O. Box 2984 (zip code 53701-2984)
 (608) 266-4551 Fax (608) 266-6522

Instructions: Fill in all applicable data. Submittal of this plan approval Application form is required with each plan submittal, with a minimum of **two** sets of plans. **SUBMIT PLUMBING PLANS SEPARATELY, ACCOMPANIED BY AN APPLICATION FORM.**

1. Occupancy type Check all that apply <input type="checkbox"/> A. Assembly <input checked="" type="checkbox"/> B. Business <input type="checkbox"/> E. Education <input type="checkbox"/> F. Factory <input type="checkbox"/> H. Hazardous <input type="checkbox"/> I. Institutional <input type="checkbox"/> M. Mercantile <input type="checkbox"/> R. Residential <input type="checkbox"/> S. Storage <input type="checkbox"/> U. Utility Circle sub use A1 A2 A3 A4 A5 school daycare F1 F2 H1 H2 H3 H4 H5 I1 I2 I3 I4 R1 R2 R3 R4 S1 S2		2. Project information Project Address 1 S Pinckney St – Suite 340 Madison, WI 53703 Tenant or occupant name Focus on Energy Has a building code variance been applied for? Yes <input checked="" type="checkbox"/> No Variance approval number:		3. Type of submittal <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Project type</th> <th style="width: 50%;">Review type</th> </tr> <tr> <td> <input type="checkbox"/> New <input checked="" type="checkbox"/> Alteration level 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Revision to previously approved plan <input type="checkbox"/> Capacity only </td> <td> <input type="checkbox"/> Foundation only <input checked="" type="checkbox"/> Building <input type="checkbox"/> HVAC <input type="checkbox"/> Truss <input type="checkbox"/> Precast <input type="checkbox"/> Metal building <input type="checkbox"/> Antenna / Tower </td> </tr> </table>		Project type	Review type	<input type="checkbox"/> New <input checked="" type="checkbox"/> Alteration level 1 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> Addition <input type="checkbox"/> Repair <input type="checkbox"/> Revision to previously approved plan <input type="checkbox"/> Capacity only	<input type="checkbox"/> Foundation only <input checked="" type="checkbox"/> Building <input type="checkbox"/> HVAC <input type="checkbox"/> Truss <input type="checkbox"/> Precast <input type="checkbox"/> Metal building <input type="checkbox"/> Antenna / Tower
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Brief project description Converting open office and reception area to new conference room.									
4. Project designer Designer Ryan Schultz Reg. # A-11197-5 Design Firm OpeningDesign Address 2042 Barber Dr. City/state/zip code Stoughton, WI 53589 Contact person Ryan Schultz Telephone Number (773) 425-6456 email ryan@openingdesign.com		5. HVAC designer Designer Reg. # Design Firm Address City/state/zip code Contact person Telephone Number () email		6. Building Owner Company name Urban Land Interests Name Brad Binkowski Address 10 East Doty Street, Suite 300 City/state/zip code Madison, WI 53703 Contact person Alyssa Johnson Telephone Number (608) 251-0706 email johnsona@uli.com					
7. Class Of Construction <input checked="" type="checkbox"/> IA <input type="checkbox"/> IB <input type="checkbox"/> IIA <input type="checkbox"/> IIB <input type="checkbox"/> IIIA <input type="checkbox"/> IIIB <input type="checkbox"/> IV <input type="checkbox"/> VA <input type="checkbox"/> VB		8. Building information Total stories of building <u>9</u> Total floor area for each floor work is done on: Floor: <u>3rd</u> Area: <u>560</u> sq. ft. Floor: _____ Area: _____ sq. ft. Floor: _____ Area: _____ sq. ft. Floor: _____ Area: _____ sq. ft. Floor: _____ Area: _____ sq. ft. Floor: _____ Area: _____ sq. ft. <input checked="" type="checkbox"/> Complete Sprinkler () 13 () 13R <input type="checkbox"/> Partial Sprinkler explain: <input type="checkbox"/> Unlimited Area If areas are separated by fire barriers or firewalls give the reason for the separation.							
9. Building permit information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Building contractor T.B.D.</td> <td style="width: 25%;">HVAC contractor T.B.D.</td> <td style="width: 25%;">Plumbing contractor T.B.D.</td> <td style="width: 25%;">Electrical Contractor T.B.D.</td> </tr> </table>					Building contractor T.B.D.	HVAC contractor T.B.D.	Plumbing contractor T.B.D.	Electrical Contractor T.B.D.	
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Estimated Cost: For alterations do not include HVAC, plumbing, or electrical costs New/addition: (total) \$ Alteration: (no MEP) \$ New Parking Lot: \$									

10. Fees: The area of a new building or addition is the floor area bounded by the exterior surface of the building walls or the outside face of columns where there is no wall. The area includes all floor levels such as basements, ground floors, mezzanines, balconies, lofts, garages, all stories, and all roofed over area including porches.

The area of alterations includes all areas affected by the alteration on both sides of any new or moved walls.

The minimum fee for any review other than for structural components is \$100.

New Buildings and Additions

Building	Area	s.f.---	\$0.03/s.f.	\$
HVAC	Area	s.f.---	\$0.02/s.f.	\$

Alterations to Existing Buildings

Building	Area	560	s.f.---	\$0.04/s.f.	\$	\$100.00
HVAC (Separate Submittal only)			s.f.---	\$0.03/s.f.	\$	
Structural (Separate Submittal only) \$50 per component					\$	
Revisions to previously reviewed plans			\$100		\$	
State Administrative Fee (see schedule)					\$	
Other					\$	

Total \$ \$100.00 round up to nearest whole dollar

For Office Use Only

Date

Fees Collected By

☐ C/O Req. ☐ Zoning

When applicable

If the total volume of the building is greater than 50,000 cubic feet signatures are required in the proper blanks below and the plans are required to have original seals and signatures by a licensed architect, engineer, or HVAC designer. Per SPS 361.20, 361.31(1) & 361.50 The designer indicated on page 1 of this form is responsible for preparing or supervising the preparation of the plans to the best of his or her knowledge to comply with the applicable codes of the Division of Safety and Buildings for this submittal.

If the total volume of the building is less than 50,000 cubic feet no signatures are required below. The total volume of the building is:

() less than 50,000 cubic feet (☒) 50,000 cubic feet or greater

Supervising Professionals Signature must be included for Buildings greater than 50,000 cubic feet or the submittal will be rejected.

11. Supervising Professional's Statement: I have been retained by the owner as the **supervising professional** per SPS. 361.40 for the performance or supervision of reasonable on-the-site observations to determine if the construction is in substantial compliance with the approved plans and specifications. Upon completion of construction, I will file a written statement with the City of Madison Neighborhood Preservation Inspection Division certifying that, to the best of my knowledge and belief, construction has or has not been performed in substantial compliance with the approved plans and specifications.

Supervising Professional Signature _____ (☒) Building () HVAC Registration # A-11197-5

Print Name Ryan Schultz

Supervising Professional Signature _____ () Building () HVAC Registration # _____

Print Name _____

12. Designer of record to complete this section only for component submittals such as trusses, precast, and manufactured metal buildings.

The Department of Safety & Professional Services expects and requires, that the project designer review individual component submittals for compliance with the general design concept. The project designer, and department, will rely on the seal of the component designers for compliance with the codes as they apply to their designs. Components include such things as trusses, precast, and manufactured metal buildings.

Signature of Building Designer of Record

Date Signed