

**A building and/or zoning permit is required for projects such as:**

- A new home
- Home addition
- Home repairs or alterations. No fee if cost is less than \$500 including labor
- Accessory structures
- Fencing
- Swimming pools
- Roofing, siding, window and exterior door replacement. No fee if cost is less than \$500 incl. labor
- Signage
- New furnace, retrofit furnace and air conditioning
- Any type of electrical and/or plumbing work. Generally, electrical work must be done by a city licensed electrician.

**You do not need a permit for things such as:**

- Repainting the interior or exterior of your building.
- Installing storm windows, screens and overhead garage doors.
- Installing gutters and downspouts.

**Obtaining a building permit:**

A building and/or zoning permit may be obtained, after approval of application materials, by the Department of Planning & Development, located at City Hall, 381 E. Main Street.

**Information necessary for the application:**

1. Owner name and address.
2. Type of improvement.
3. Name and address of person completing work.
4. Estimated cost.
5. Square footage of improvement if applicable.
6. Plan of building/improvement.
7. Additional information may be required depending on the project.

**What if I don't get a permit?**

Permits are required by city ordinance. If a permit is required, but not obtained, a fine may be imposed. In addition to the fine, the permit would still need to be obtained including paying the fee. Any construction that does not comply with codes or ordinances will need to be brought into compliance.

The main objective for obtaining a building permit is to assure that the structures are constructed according to all code requirements. This is done to make the structure safe from defects and assists in protecting the owner.

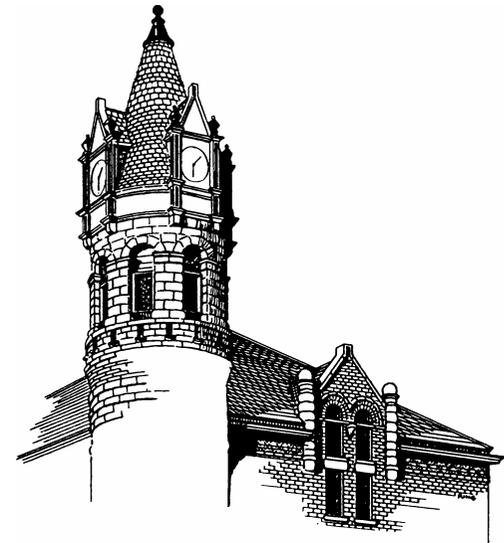
This pamphlet is intended to be used for general information and is not inclusive. If you are not sure of your particular situation, contact the Building Inspector at 873-7626 or Zoning Administrator at 608-646-0421

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Construction & Alterations Series

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# Do I need a building permit?



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Department of Planning & Development

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**STOUGHTON, WISCONSIN**

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