

Tax Parcel # \_\_\_\_\_

Permit # \_\_\_\_\_

Receipt No.(s) \_\_\_\_\_

OFFICE USE ONLY ABOVE LINE

**CITY OF STEVENS POINT PERMIT APPLICATION**  
City Inspection Dept. - 1515 Strongs Ave. - Stevens Point, WI 54481 - (715)346-1567

DATE: \_\_\_\_\_

Zoning: \_\_\_\_\_

Property Owner / Phone No (required) \_\_\_\_\_

Owner Address \_\_\_\_\_

Site Address: \_\_\_\_\_

**BUILDING:** Cost (Labor & materials): \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Plan Review Fee: \_\_\_\_\_ Park Fee: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Contractor: \_\_\_\_\_ Tele. No. \_\_\_\_\_

Address: \_\_\_\_\_

Mobile/Cell No. \_\_\_\_\_ Contractor Certificate No. \_\_\_\_\_ Exp \_\_\_\_\_

Qualifier No. \_\_\_\_\_ Exp \_\_\_\_\_

**ELECTRICAL:** Cost (Labor & materials): \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Contractor: \_\_\_\_\_ Tele. No. \_\_\_\_\_

Address: \_\_\_\_\_

Mobile/Cell No. \_\_\_\_\_ Master License No. \_\_\_\_\_ Exp. \_\_\_\_\_

**PLUMBING:** Cost (Labor & materials): \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Contractor: \_\_\_\_\_ Tele. No. \_\_\_\_\_

Address: \_\_\_\_\_

Owner Contact No. (Required) \_\_\_\_\_ Master License No. \_\_\_\_\_ Exp. \_\_\_\_\_

**HVAC:** Cost (Labor & materials): \_\_\_\_\_ Permit Fee: \_\_\_\_\_

Description of Work: \_\_\_\_\_  New  Replacement

Contractor: \_\_\_\_\_ Tele. No. \_\_\_\_\_

Address: \_\_\_\_\_

Mobile/Cell No. \_\_\_\_\_ License No. \_\_\_\_\_ Exp. \_\_\_\_\_

Total Cost Of Project: \_\_\_\_\_ Total Permit Fee: \_\_\_\_\_

The applicant agrees to comply with the Wisconsin Uniform Dwelling Code, Wisconsin Commercial Building Code, Wisconsin Plumbing Code, National Electrical Code and other Municipal ordinances and with the conditions of this permit; understands that issuance of the permit creates no legal liability, express or implied, on the Department or Municipality; and certifies that all the above information is true and accurate. **Do not start work/enclose wall or ceiling until Building Inspector is notified.**

Print Name of Owner/Applicant: \_\_\_\_\_

Signature of Owner/Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Permit fees are located on the reverse side of this application.**

Department of Community Development Fee Schedule (Effective January 1, 2012)

Code Enforcement and Inspection Fees	
<b>Residential Building Permit Fees</b>	
<b>Inspection Fees</b>	
New construction – one family	\$1,000.00
New construction – two family	\$1,500.00
Additions	\$5.00/\$1,000 valuation
Remodel/Repairs - building, accessory buildings, electrical, HVAC, and plumbing	\$5.00/\$1,000 valuation
<b>Other Fees</b>	
Minimum fee for permit	\$40.00
<b>Non Residential Building Permit Fees</b>	
<b>Inspection Fees</b>	
New construction and additions for building - up to 100,000 c.f.	\$10.00/1,000 c.f.
New construction and additions for building - over 100,000 c.f.	\$5.00/1,000 c.f.
New construction and additions for electrical, HVAC, and plumbing - up to 100,000 c.f.	\$5.00/1,000 c.f.
New construction and additions for electrical, HVAC, and plumbing - over 100,000 c.f.	\$2.00/1,000 c.f.
Remodel/Repairs - building, accessory buildings, electrical, HVAC, and plumbing	\$10.00/\$1,000 valuation
<i>Warehouse addition only, may use c.f. or valuation fee schedule</i>	
<b>Plan Examination Fees</b>	
Alterations in non residential buildings over 50,000 c.f.	\$150.00
<b>Other Fees</b>	
Minimum fee for permit	\$40.00
<b>Parking Lot</b>	
Standard	\$10.00/\$1,000 valuation (maximum of \$500.00)
Minimum fee for permit	\$40.00
<b>Sign Permit Fees</b>	
Standard	\$10.00/\$1,000 valuation (maximum of \$500.00)
Minimum fee for permit	\$40.00
<b>Other Fees</b>	
Failure to obtain approved permit prior to commencement of work	Double permit fees
Moving buildings over public ways	\$25.00 accessory building and \$50.00 for a principal building
Multiple Family Dwelling License (2013 license year)	
4 or fewer units	\$15.00 per occupant, minimum fee of \$75.00
5 or more units	\$15.00 per licensed unit, minimum fee of \$125.00
Service fee for ordinance violation	
First offense	\$25.00
Subsequent offenses	\$100.00
Special inspection	\$50.00
Well permit (5 years)	
Well permit renewal only (not requiring an inspection)	\$10.00
Well permit requiring an inspection	\$40.00
Wrecking or razing (building inspector may waive fees if building is condemned)	\$25.00 accessory building and \$50.00 for a principal building

**Make checks payable to:**  
City of Stevens Point

**Online payments at:**  
www.stevenspoint.com/payments  
*\*Permit number will be provided to be used for payment*

**\*Plans over 11x17 in. must also be submitted electronically.**

**Send applications/payment/additional information to:**  
Maria Mohr, Secretary  
mmohr@stevenspoint.com

**or**  
ATTN: Inspection  
1515 Strongs Avenue  
Stevens Point, WI 54481