

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

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

# Building Permit-Town of Neenah

Owner's name \_\_\_\_\_ Phone \_\_\_\_\_

Project address \_\_\_\_\_

Contractor's name \_\_\_\_\_ Phone \_\_\_\_\_

Contractor's address \_\_\_\_\_ Fax #: \_\_\_\_\_

Type of occupancy \_\_\_\_\_ Square foot of Project \_\_\_\_\_

Project description \_\_\_\_\_ Job Costs \$ \_\_\_\_\_

Conditions of approval \_\_\_\_\_

- **Possess and post required Zoning & Building Permits** before starting any construction on additions, decks, etc.
- Property pins exposed on the first inspection for any additions or new construction.
- Road clean-up is the responsibility of the owner/contractor on the same day.
- All work to meet the State Codes or re-inspection fees will be charged for improper installations.
- **The owner/contractor is responsible for making arrangements for the final inspection.**

Required Inspections

Additional permits

Additional Inspections

\_\_\_\_\_ Foundations (additions & decks)

\_\_\_\_\_ Framing

\_\_\_\_\_ Insulation

\_\_\_\_\_ Final

\_\_\_\_\_ Electrical \_\_\_\_\_

\_\_\_\_\_ HVAC \_\_\_\_\_

\_\_\_\_\_ Plumbing \_\_\_\_\_

owner/contractor must sign here



Owner/Contractor \_\_\_\_\_ Date \_\_\_\_\_

Dwelling Contractor # \_\_\_\_\_ Dwelling Contractor Qualifier # \_\_\_\_\_

Inspector \_\_\_\_\_ Date \_\_\_\_\_

**Payable to:** Town of Neenah, **Mail to:** Gary Klinka, 228 Mandella CT Neenah, WI 54956.  
Phone: 920-727-9200 Fax: 888-727-5704

Winnebago County Zoning Permit Required

Total Fees \$ \_\_\_\_\_

### **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.

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

(c) The owner/applicant understands that he will be the general contractor and will be responsible for making sure that this site and all the sub contractors at this site will comply with all state and local building codes. The owner is not to assume the Building Inspector will act as his general contractor, job foreman, expeditor, etc. All correction notices issued by the Building Inspector must be addressed by the owner/applicant and corrected. The owner/applicant will personally check the site after noted violations by the Building Inspector to make sure the corrections have been made and not to assume that his sub-contractors, etc. have corrected any noted violations without personally viewing the site and verifying the corrections have been made. If the Building Inspector starts citing multiple violations, then the Building Inspector may order at the owner/applicants expense, a professional contractor to inspect and correct the following areas: foundation, framing, electrical, plumbing, HVAC before requesting a re-inspection.

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

Owner Obtaining Permit \_\_\_\_\_

Date \_\_\_\_\_