



Administrative Permit Application

Cost of this permit:

No fee for projects under \$1000

\$25.00 Covers the first \$1000-\$5000

\$1.00 *for each* \$1000 over the first \$5000

Actual Building Permit will be provided by Building Inspector.

To the Village Clerk, the undersigned hereby makes application for an Administrative Permit for the work described and located as shown herein. The undersigned agrees that all work shall be done in accordance with the requirements of the Village of Forestville, Federal, State and the County of Door.

Owner Name & Mailing Address

Name(s): _____

Address: _____

City, State, ZIP: _____

Telephone & Email: _____

Builder Name & Mailing Address

Name(s): _____

Address: _____

City, State, ZIP: _____

Telephone & Email: _____

Builders License Number: _____

Building Site Location

Fire #: _____ Road: _____

Property Identification

Tax Parcel No.: _____

(Or attach copy of deed, legal description, or other)

Date Sanitary Permit was issued: _____

Date Home was Built: _____

Driveway

Existing: _____ New: _____

Size and Use

Proposed size and use of land or structure: (attach additional pages if necessary)

Estimated Cost of Project: _____

Plans (See Attached Form for Requirements)

Building Plan: _____ Site Plan: _____

Authorization for Inspection

I hereby authorize Village Officers or Village Employees to enter and remain in or on the premises for which this application is made at any reasonable time for all purposes of inspection relative to this petition.

(Signature) _____ (Date) _____

For Office Use Only

Send to:
Clerk@villageofforestvillewi.gov
Village of Forestville – Attn: Clerk
PO Box 6
Forestville, WI 54213

Application Received in Clerk’s Office	Date: _____
Next Subsequent Planning Commission Mtg.	Date: _____

Section: _____ **Township:** _____ **Range:** _____

Sanitary Permit Date: _____

Door County Permit Date: _____

Village Permit Date: _____

Permit Number: _____

Fee Paid: _____

Building Plan

Owner: _____ **Date:** _____

Below or on a separate sheet attach a scale drawing showing each of the following as applicable:

- All Floor Plan
- At least TWO Elevation Views

Floor Plan: _____ **Scale:** _____

Front Elevation View: _____ **Scale:** _____

End Elevation View: _____ **Scale:** _____

Site Plan

Owner: _____ **Date:** _____

Below or on a separate sheet attach a scale drawing showing each of the following as applicable:
Boundaries, dimensions, and area of the site

- Location of public roads and rights-of-ways
- Location of private roads
- Location of easements
- Location and dimensions of all existing structures
- Location of existing or proposed well and waste water disposal system
- Location and dimensions of all proposed structures and additions
- Location of all utilities
- Location of proposed and existing road access points, parking and loading areas, and driveways
(Driveways connecting with rural-type highway sections shall slope down and away from the highway shoulder a sufficient amount and distance to preclude ordinary surface water drainage from the driveway area flowing onto the highway roadbed. The driveway shall not obstruct or impar drainage in highway side ditches or roadside areas. No non-commercial driveway or combination of driveways shall have a width at the point where it meets an abutting road less than 16 feed nor greater than 24 feet measured at right angles to the centerline of the driveway. No commercial driveway shall have a width at the point where it meets an abutting road less than 16 feet nor greater then 35 feet measured at right angles to the centerline of the driveway.)
- Distances from proposed project to:
 - Abutting public roads and rights-of-ways
(Setbacks from Roadways – Town Road 65’; County Road 75’; State Road 100’; Private Road 65’)
 - Private roads
 - Property lines
(Setback at least TEN (10) Feet from side and TWENTY-FIVE (25) Feet in front and back)
 - Well
- Indicate North Arrow

Cautionary Statement to Owners Obtaining Building Permits

101.65(1r) of the Wisconsin State 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:

(1r) Shall require an owner who applies for a building permit to sign 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 2-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.

Owner’s Signature: _____ **Date:** _____

Village Official Signature: _____ **Date:** _____

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