

## One and Two Family Permit Additions and Alterations

### “What to bring to the Building Department”

- Two (2) complete sets of plans
- For Additions, two copies of a plat of survey or a measured drawing showing the location of the structure in relation to property lines and to other structures on the lot. The distance between structures should be measured from any roof overhang if applicable. The minimum distance between structures is 10'. Setback information can be obtained from the Planning Department (262) 664-7876 or 664-7829.
- An approved and recorded certified survey map (if applicable)
- A grading and drainage plan approved by the Village Engineer for lots **not** in a subdivision with a master grading plan (this must be approved prior to application for a Building Permit) (if applicable)
- Two copies of heat loss calculations (if applicable)
- WI Engineer stamped roof and floor truss plans and the layout (prior to rough inspection) (if applicable)
- A Sanitary Permit from Racine County if a mound or septic system is required
- Specs for a manufactured fireplace.
- State or County Highway Access permit, if applicable
- Culvert fees, (if applicable, culvert placement by the Mount Pleasant Highway Department)