

One and Two Family Dwellings Additions and Alterations

“Permit Application Procedures”

- A complete sets of plans in a PDF format, file share link, flash drive, etc.
- For Additions, a PDF copy 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. Setback information can be obtained from the Planning Department.
- An approved and recorded certified survey map (if applicable). *A PDF copy.*
- A grading and drainage plan may be requested by the Village Engineering Dept. for building additions (if applicable).
- 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 permit. (if applicable, culvert placement by the Mount Pleasant DPW).

Contacts:

Building Inspection: buildinginspection@mtpleasantwi.gov

Planning (Zoning) Dept: planning@mtpleasantwi.gov

Engineering Dept: engineering@mtpleasantwi.gov

Website link: <http://www.mtpleasantwi.gov/8/Departments>