

Project Address _____

The following items must be completed and submitted as a packet:

1. _____ Accessory Building permit application
2. _____ Electrical permit application (if applicable)
3. _____ One (1) new plat of survey prepared by a Professional Land Surveyor, licensed by the State of Wisconsin (see attachment). The survey must show all existing buildings, proposed accessory building, setbacks from property lines, distances from all accessory structures, proposed drainage patterns, and proposed changes to existing yard grade
4. _____ For Residential Only: Cautionary Statement (required if the property owner is listed as the contractor); **OR** State Licensing (required if a contractor is listed)
5. _____ One (1) set of plans (size 8 1/2" x 11" **or** 11" x 17", drawn at 1/4" scale)
6. _____ Will the grading of the property change as a result of constructing an accessory building?
Yes _____ No _____

If yes, please contact the Soil Erosion Specialist at 262.653.4247 prior to application submittal.

Note: Upon plan review or as a result of a field inspection, the Soil Erosion Specialist or Code Official may determine that an erosion control permit and/or installation of erosion control measures are required.

After Approval/Processing of this Permit Application:

If you do not intend to proceed with this project, please contact our office at 262.653.4263 to avoid paying the entire cost of the permit. Administrative and/or plan review fees will be charged. Any/all unpaid permit fees, along with an additional \$100.00 Administrative Fee, will be processed as a special charge against the real estate upon which the service was performed.



FOR OFFICE USE ONLY	
Date	_____
Permit #	_____
Needs Approval	_____
IP	_____
Fee'd	_____

APPLICATION FOR ACCESSORY STRUCTURE
Form #CDI101 (rev. 01/18)

Permit Fees:

New Construction: **\$180.00** (\$60.00 Building Permit Fee, \$60.00 Plan Review Fee, and \$60.00 Zoning Review Fee) Repair to Existing: **\$60.00** **If work is started without first obtaining a permit, a penalty fee will be charged in accordance with Chapter 9.07C of the Code of General Ordinances**

You will be notified when your permit is ready; please do not submit payment with permit application.

Project Address _____	Project Name (if Commercial) _____
Property Owner _____	Contractor _____
Mailing Address _____	Mailing Address _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____
Phone (_____) _____	Phone (_____) _____
Homeowner e-mail _____	Contractor e-mail _____

→ Estimated Cost _____

Corner Lot: Yes _____ No _____ Square Footage of Accessory Building _____

Accessory Building Size _____ by _____ Height _____

Setbacks in feet from property lines: Front _____ Rear _____ Left _____ Right _____

CHECK ONE: One-family _____ Two-family _____ Multi-family _____ Commercial _____

Indicate type of accessory building: Garage _____ Shed _____ Gazebo _____ Greenhouse _____ Pavilion _____

Other _____ Tent _____ - (Specify dates for tent: From _____ to _____)

Is an existing garage or shed being torn down? Yes ___ No ___ (If garage or shed is 500 s.f. or greater, a Raze Permit is required.)

NOTE: This permit is valid for six (6) months for residential projects and two (2) years for commercial projects. It is the applicant's responsibility to call for an inspection prior to the expiration of the permit.

This Box for Office Use Only: Zoning _____ Zoning Review/Approval _____
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<p>Any general contractor* that performs work on a one- or two-family dwelling must possess the following <u>two</u> licenses:</p> <p>1) Dwelling Contractor Certification number _____</p> <p>2) Dwelling Contractor Qualifier Certification number _____</p> <p>Licenses are available through the Department of Safety and Professional Services (DSPS) at: http://dsps.wi.gov</p>
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I agree to comply with all applicable codes, statutes, and ordinances, and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and, certify that all of the permit information herein is accurate. If I am the property owner applying for an erosion control or construction permit, I have read and signed the attached cautionary statement. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Dwelling Contractor Qualifier Signature _____ **Date** _____

Please Print Name _____

***Note to Property Owners:**

If the owner of the property is listed as the **general** contractor, a license is not required; however, the attached "Cautionary Statement" must be signed by the property owner.

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.

CAUTIONARY STATEMENT TO CONTRACTORS FOR PROJECTS INVOLVING BUILDINGS BUILT BEFORE 1978

If this project is in a dwelling or child-occupied facility, built before 1978, then the requirements of Ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. For details of how to be in compliance, go to <http://dhs.wisconsin.gov/lead/renovationrules.htm>.



I agree to comply with all applicable codes, statutes, and ordinances, and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and, certify that all of the permit information herein is accurate. If I am the property owner applying for an erosion control or construction permit, I have read and signed the above cautionary statement. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit (of a single-family or two-family dwelling) without a Dwelling Contractor Certification and have read this Cautionary Statement regarding contractor responsibility. (**Note:** This form is not required for general contractors of multi-family or commercial buildings).

Project Address _____

Property Owner's Signature _____ Date _____

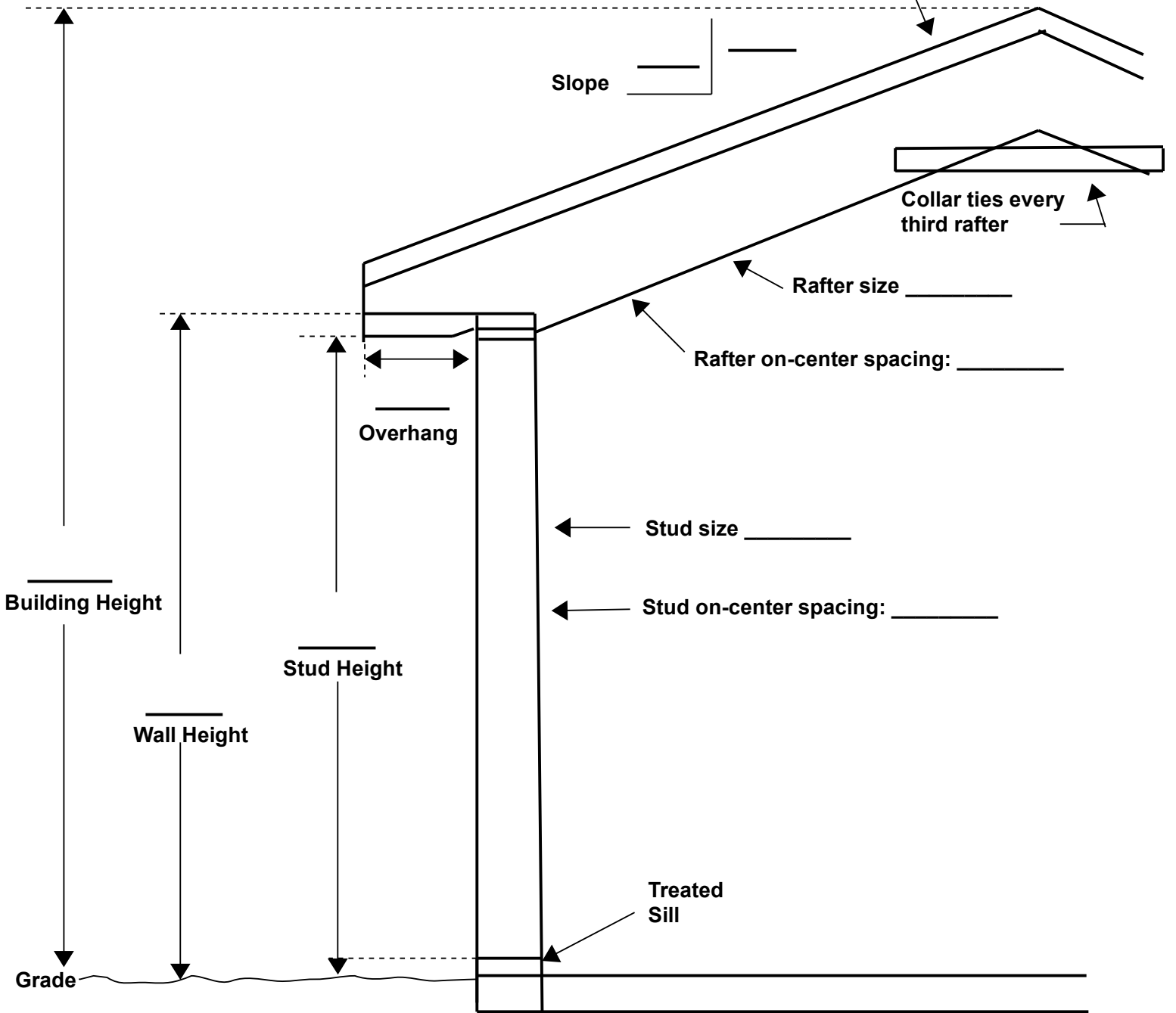
Please Print Name _____

City of Kenosha

APPLICATION FOR
ACCESSORY PERMIT

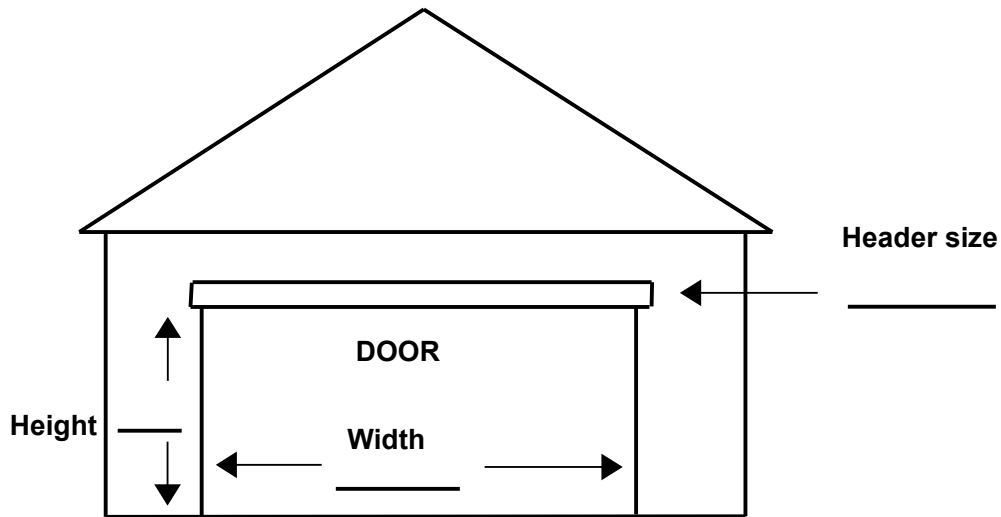
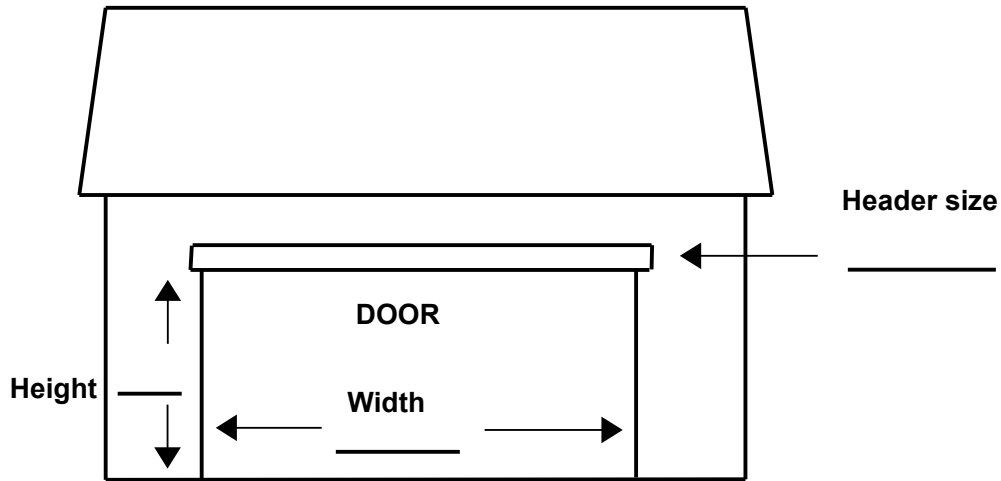
Check One:

- Trusses
- Rafters



City of Kenosha

APPLICATION FOR
ACCESSORY PERMIT



ACCESSORY BUILDING INFORMATION SHEET

For Residential Accessory Buildings:

1. The following building setbacks are required, as measured from property lot lines.

Zoning Districts:	Front:	Interior Side:	Side Street Lot Line:	Rear:	Distance From Another Building on Lot:	Maximum Overhang into "Setback" Area:
TRD-1, TRD-2	70' (Unless otherwise approved by CD&I)	4'	15'	4'	5'	16"
RS-1, RM-2, RR-3	70'	4'	20'	4'	5'	16"
RS-2	70'	3'	20'	3'	5'	12"
RD, RM-1	70'	2'	20'	2'	5'	8"
RS-3, RG-1, RG-2	70'	2'	15'	2'	5'	8"

2. Garages in the **RG-1, RG-2, and RS-3** zoning districts shall not exceed the size of the footprint of the house.
3. Any combination of buildings, structures, driveways, aprons, sidewalks, or other surfaces which are impervious to water in lots zoned **RS-1, RS-2, RS-3, RG-1, and RG-2** may not exceed 60% of the total lot area.
4. Any combination of buildings, structures, driveways, aprons, sidewalks, or other surfaces which are impervious to water in lots zoned **RD, RR-1, RR-2, and RR-3** may not exceed 50% of the total lot area.
5. At least three (3) days PRIOR to any digging, call Digger's Hotline at 1.800.242.8511.
6. Maximum allowable building height is sixteen feet (16'), as measured from the grade of the front of the building.
7. The driveway apron (private property) shall maintain a minimum nine foot (9') width, and shall not exceed the width of the driveway approach [Zoning Ordinance 12.0(B)].
8. The total ground area covered by all accessory buildings associated with one- and two-family residential properties, shall not exceed fifteen percent (15%) of the lot area; or, 840 square feet, whichever is less.

Example: Lot width (50') x lot depth (100')
 Total area = 5,000 sq. ft.
 $\times 15\%$
 750 sq. ft. = maximum ground area that can be covered by all accessory buildings.