

# REQUIREMENTS FOR OBTAINING A PERMIT IN THE VILLAGE OF PORT EDWARDS (Single family dwellings occupied by the owner.)

## **Building and Zoning Permits may be issued to the following:**

- ❖ Contractor possessing State of Wisconsin Uniform Dwelling Contractor "Financial Responsibility" Certified Number.
  - ❖ Owners of a single family dwelling that they occupy. Shall file a Building Affidavit with the Village.
- A. Permit required for:
1. Any project amounting to over \$300.00 in value (carpeting excluded).
  2. Construction, demolition, or moving any new building or structure.
  3. Any **structural** modifications regardless of any cost. (Such as headers for a larger window.)
  4. Fences, kennels, sheds, pools, decks, concrete patio/pad/driveway, of any type or value.

## **Electrical Permits may be issued to the following:**

- ❖ Electrical Contractor possessing State of Wisconsin Electrical Certification under Comm 5.17 and a copy of general liability insurance certificate for minimum of \$250,000.00 (contractor).
  - ❖ Owners of a single family dwelling that they occupy. Shall file an Electrical Affidavit with the Village.
- A. Permit required for:
1. Certified Contractor any project cost over \$300.00.
  2. Garage wiring.
  3. Any new electrical to home /accessory building.
  4. Any modification to existing electrical panels or service upgrades.
- B. No permit required for:
1. Minor repairs, alterations or replacement of individual receptacles, flush or snap switches motors, fuses, lamp sockets or fixture ballast due to damage or defect provided only minor changes are made for this work.

## **Heating & Air Conditioning (Including Pellet & Wood Burning Stoves, Fireplaces, Furnace, Garage heater, etc.,)**

- A. Heating permits may be issued to the following:
1. State of Wisconsin credentials as a registered HVAC contractor. (Any contractor doing work prior to April 23, 1994 is exempt from credential requirements.)
  2. Owners of a single family dwelling that they occupy. Shall file a Building Affidavit with the Village.
- B. Air Conditioning permits may be issued to the following:
1. Shall be State of Wisconsin certified to work with ozone-depleting refrigerant.

## **Plumbing Permits may be issued to the following:**

- ❖ Wisconsin Licensed Master Plumber with a copy of general liability insurance certificate for minimum of \$250,000.00.
  - ❖ Owners of a single family dwelling that they occupy. Interior plumbing only and they shall file a Plumbing Affidavit with the Village.
- A. Permit required for:
1. Changing of any fixtures.
  2. Water heaters.
  3. Water treatment device.
  4. Modifying any part of drain, waste or vent system.
  5. Modifying any part of the water supply system. This includes outside faucets.
  6. Irrigation/sprinkling systems.
  7. Sprinkling meter (any 2<sup>nd</sup> water meter).
  8. Any type of well/point installation or modification.
- B. No permit required for:
1. Making minor repairs to faucets, pipes or appliances, repair or replacement of electrical or gas energy or other automatic valves or control devices ore removing of stoppages in waste ore drainage pipes.