

ITEMS TO BE SUBMITTED WITH NEW SINGLE FAMILY BUILDING PERMIT APPLICATIONS

- Application for Site Plan Review
<http://townofwestbend.com/uploads/documents/Application%20for%20Residential%20Site%20Plan%20Review%2020210518.pdf>
- All Approved Sanitary Permit Paperwork
 - o Washington County | Planning & Parks | 262-335-4445
 - o Silver Lake Sanitary District | John Behrens | 262-305-9396
- If within Shoreland Zoning (1000 feet or less from lake) permit paperwork from Washington County
- Driveway Access/Culvert Permit with separate \$50 fee. Please show location of driveway on separate site survey
<http://townofwestbend.com/uploads/documents/CULVERT%20OR%20ROAD%20ACCESS%20PERMIT%20FORM%20052019.pdf>
- Online Building Permit Application
Department of Safety & Professional Services (DSPS)
<https://esla.wi.gov/PortalCommunityLogin>
You are NOT REQUIRED and should not create a user account to submit UDC permits.
Select Uniform Dwelling Code Permits Tab
Frequently Asked Questions:
<https://dsps.wi.gov/Documents/Programs/UDC/RequestingElectronicBuildingPermitFAQ.pdf>
(Includes Construction, Erosion Control, Plan Review, HVAC, Occupancy, Zoning, and State Seal)
- Town of West Bend Building Permit Application
<http://townofwestbend.com/uploads/documents/Building%20Permit%20Application.pdf>
- Elevations: Footings Certification Form (Walt)
- One set of Heat Calcs
- Three (3) sets of Building Plans showing elevations etc. ¼" to 1" scale
- Three (3) Plot of Survey Maps showing location, setbacks, erosion
- Wall Bracing plan
- Email PDF copy of building plans, wall bracing plan, and plot of survey to
zoning@townofwestbend.com

****If Applicable:**

Town Conditional Use Permit
Arch Approval

Electrical and Plumbing Permits are separate

Town of West Bend
6355 CTH Z, West Bend, WI 53095
262-338-3417 | Mon-Thurs. 8am-2:30pm