



ADDITIONS AND ALTERATIONS
PERMIT APPLICATION
REQUIRED PLANS

Submit to:
Fax: (920) 693-3695
Email: dlalonde@clevelandwi.gov
Mail: Village of Cleveland
PO Box 87
Cleveland WI 53015

Date _____

- 1. Project Address _____
2. Owner _____
3. Owner Mailing Address _____
4. Building Type: Residential Commercial Industrial Institutional Accessory
5. Contractor _____ Phone _____
6. Contractor Address _____

7. Plans Required

- a. Application for an Additions and Alterations permit shall be submitted together with no less than two (2) copies of complete plans and specifications.
b. Plans shall be drawn to scale of not less than 1/8 inch per foot and shall include the following:
1. A plot plan showing the physical dimensions of the lot; location of existing and proposed building(s) or addition; location of the parcel with respect to all adjoining streets and alleys; all proposed driveways and off-street parking and loading facilities; and bodies of water and other major physical features such as drainage ditches, hills, railroad tracks, wells and disposal systems, tanks or similar features.
2. Floor plans for each level including the basement.
3. Elevation plans for all elevations, including proposed and existing grade data.
4. Cross section plan.
5. Complete construction details.
6. Heat loss calculations for all new buildings and for all major additions to existing buildings.
7. If approval of the Wisconsin Department of Safety and Professional Services (DSPPS) is required, three (3) sets of plans must be submitted for approval, one set of which shall remain on file in the office of the Building Inspector.
8. Plans to be reviewed under the Wisconsin Department of Safety and Professional Services shall be submitted with all plan review and inspection fees as prescribed by DSPPS Sec., Wis. Adm. Code.
9. Plans not showing adequate detail to allow complete review shall be rejected.

6. List of Contractors and Costs:

- a. General _____ Cost _____
b. Electrician _____ Cost _____
c. HVAC _____ Cost _____
d. Plumber _____ Cost _____
e. Mason _____ Cost _____
f. Excavator _____ Cost _____

Signed _____ (Contractor or Owner)