



BUILDING PERMIT APPLICATION

Fire Prevention and Building Safety
 400 La Crosse St, La Crosse, WI 54601
 (608) 789-7530 • Fax: (608) 789-7589
<http://www.cityoflacrosse.org>
inspection@cityoflacrosse.org

Application No: _____

Date: _____

Parcel No: _____

PROJECT

Project Address:

Building	<input type="checkbox"/>	Addition	<input checked="" type="checkbox"/>	Alteration/Remodel	<input type="checkbox"/>	Cost of Project: \$	4500
Sign	<input checked="" type="checkbox"/>	Demolition	<input type="checkbox"/>	Intended Use of Land After Demolition:			

Description of Work: *Place a monument sign 64 sqft on the South east corner of the duratech/Commercial properties lot.*

OWNER

Name: *Commercial Properties Partners llc*
 Address: *3216 Commerce St.*
 City: *La Crosse* State: *WI* Zip Code: *54603*
 Phone: *608 779-3259* Cell: _____ Fax: _____ Email: *Judy.wedeking@duratech.com*

CONTRACTOR

Name: *Duratech Industries /owner* Supervisor: *Brian Darling*
 Address: *3216 Commerce street* WIS/Cred/Qual: _____
 City: *lacrosse,* State: *WI* Zip Code: *54603*
 Phone: _____ Cell: *715 896 2602* Fax: _____ Email: _____

PROPERTY

Zoning: _____ Flood Plain: Yes No:
 Number of Dwelling Units: _____ Fire Limits: Yes No:
 Property Located in Archaeological District: Yes No
 Building Construction Type: _____ Occupancy type: _____
 Level of Alteration (per IEBC): _____
 Architect/Engineer Name: _____ Architect/Engineer Phone: _____

INSPECTION USE ONLY

OK TO ISSUE:	Inspector Initials:
Approval Date:	
FEES	
Copies:	\$
Plan Review:	\$ <i>30</i>
Permit Fee:	\$
Record Maintenance Fee:	\$
Other:	\$
TOTAL:	\$
Received By:	Check No:

It is hereby agreed between the applicant, as owner, owner's agent or servant, and the City of La Crosse that for and in consideration for the premises and of the permit to construct, erect, alter, move, raze, or install and the occupancy of a building or property as above described, to be issued and granted by Fire Prevention and Building Safety of the City of La Crosse, that the work thereon will be done in accordance with the descriptions set forth in this statement, and as more fully described in the specifications and plans herewith filed; and it is further agreed to construct, erect, alter, move, raze or install and occupy in strict compliance with the ordinances of the City of La Crosse, and to obey any and all lawful orders of Fire Prevention and Building Safety of the City of La Crosse and State of Wisconsin laws relating to the construction, alteration, repairs, removal and safety buildings and other structures and permanent building equipment.

PLEASE MAKE CHECKS PAYABLE TO: CITY OF LA CROSSE TREASURER

<i>DuraTech Industries, Inc</i>	<i>9/20/18</i>	<i>Brian Day</i>	<i>9-20-18</i>
(PRINT) AGENT/CONTRACTOR NAME	DATE	(SIGN) AGENT/CONTRACTOR NAME	DATE
<i>Commercial Properties</i>	<i>9/20/18</i>	<i>Judy Wedeking</i>	<i>9/20/18</i>
(PRINT) OWNER NAME	DATE	(SIGN) OWNER NAME	DATE

DO NOT CONCEAL ANY WORK WITHOUT FIRST RECEIVING INSPECTOR APPROVAL.
 IT IS THE OWNER'S RESPONSIBILITY TO SEE THAT INSPECTION REQUESTS ARE CALLED IN TO THE INSPECTOR.



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SIGN PERMIT: MOST OFTEN ASKED QUESTIONS & ANSWERS

Q: When do I obtain a sign permit?

A: A sign permit is required for signs placed on awnings, canopies, and walls. Also a sign permit is required for ground, projecting, and suspended signs.

Q: How do I get obtain a sign permit?

A: Bring to the Fire Prevention and Building Safety Department at City Hall the following:

- 2 colored pictures of the sign (indicating size of sign)
- For ground signs a site plan showing the location of the sign and structural calculations for footings for signs over fifteen feet in height
- For wall signs, size of wall, location of sign and information on where the sign faces (road or parking)
- For awning and canopy signs, indicate size of awning or canopy, and their location on the building
- For suspended and projecting signs, height above the sidewalk (if applicable) and location on building

And then, you can complete the application for permit right here at the service counter.

Q: How long does it take to get my permit?

A: This varies with the flow rate of permit applications. Generally 24 hours are required for processing, but *this can take up to a week or more depending on the volume and velocity of plans received*. Please ask about time for review process when you submit the application for permit.

Q: How much does a permit cost?

A: Plan Review.....\$30
Off-Premise Signs.....\$30.00 base fee plus \$7.00 for each \$1,000 of project value or part thereof
On-Premise Signs.....\$30.00 base fee plus \$7.00 for each \$1,000 of project value or part thereof
Sign erector's License (annual) ...\$100.00

Q: What do I do with the card I received with the building permit?

A: The yellow permit card should go in a window or where it can be seen from the street.

Q: When must I call for inspections?

A: Inspections are required at the following times:

- After excavation, before placing concrete
- Final inspection

Following is a list of frequent problems or errors we encounter:

- Excavation full of water/mud
- Excavation not minimum 48' deep
- Foundation backfilled before inspection
- Permit holder forgets to call us for required inspections especially final inspection

The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law. The back edge of the City sidewalk is usually located on a property line.

Be sure to call **Digger's Hotline** prior to digging. The number is 1-800-242-8511.

**If we may be of further service, please call: 789-7530
Monday through Friday – 7:30 AM through 5:00 PM
Thank you and good luck on your project!**