

BUILDING PERMIT APPLICATION

Town of Egg Harbor,

5242 County I, Sturgeon Bay, WI 54235

Phone: 920-743-6141 Email:clerk@townofegggharbor.org

Building Site Location

Location Address _____ Parcel# _____

Acreage _____ Lot Shape _____ Lot Width _____ Lot Length _____

Owners Name and Mailing Address

Name _____ Address _____

Phone# _____ - _____ - _____ Email Address _____

Applicant's Name and Address (if different from owner) Contractor

Name _____ Address _____

Phone# _____ - _____ - _____ Email Address _____

Description of Project _____ Commercial _____ New Home _____ Addition _____ Out Building _____ Driveway _____

Square Footage of Building _____ Proposed Use _____

Required Attachments:

- 1) One set of building plans drawn to scale of not less than 1/8" per foot by some process that will not deface or obliterate, showing size, height, shape and exterior elevations and landscaping of the structure, how many floors and how high. For mercantile and multi-occupancy units, building plans shall include all floor plans and all side elevation views.
Building plans for all commercial, mercantile and multi-occupancy units shall be State approved.
- 2) Site plan showing the location of the building and or driveway and any existing buildings along with measurements of setback from side and rear lot lines and from the center of any public or private road. Map must include numbered stakes on lot line and edge of Niagara escarpment (if applicable). Lot line stakes should be no more than 30 feet apart in building area for measuring setback. Include numbered stakes and what it represents. Example; stake #1 is northeast corner of home.
- 3) Sanitary Permit from County Sanitarian regarding type and size of sewage disposal system. (When applicable)
Attach copy to application. No permit will be issued until Sanitary Permit is obtained!
- 4) Property located within 1000 feet of the Bay of Green Bay is within Shore Land Zoning and will need to obtain a zoning permit first and ***attach copy to this application.*** (Door County Planning 920-746-2323)
- 5) When complete return the application to the town office.
- 6) This project will require inspection permits if one or two-family new home, addition or remodel that have increased the square footage, structural change or Commercial building requiring state inspection.

PROPOSED PROJECT LOCATION NEEDS TO BE STAKED OUT AND NUMBERED PER SITE PLAN. (#2)

THE APPLICANT AGREES TO COMPLY WITH THE MUNICIPAL ORDINANCES AND WITH THE CONDITIONS OF THIS PERMIT.

UNDERSTANDS THAT THE ISSUANCE OF THE PERMIT CREATES NO LEGAL LIABILITY, EXPRESS OR IMPLIED ON THE MUNICIPALITY AND CERTIFIES THAT THE ABOVE INFORMATION IS CORRECT AND THE DIMENSIONS REPRESENTED ON THE SITE PLAN ARE CORRECT.

Signature of applicant _____ Date _____

CONDITIONS OF APPROVAL. THIS PERMIT IS ISSUED PURSUANT TO THE FOLLOWING CONDITIONS. FAILURE TO COMPLY MAY RESULT IN SUSPENSION OR REVOCATION OF THIS PERMIT OR OTHER PENALTIES.

Approved by:

Date

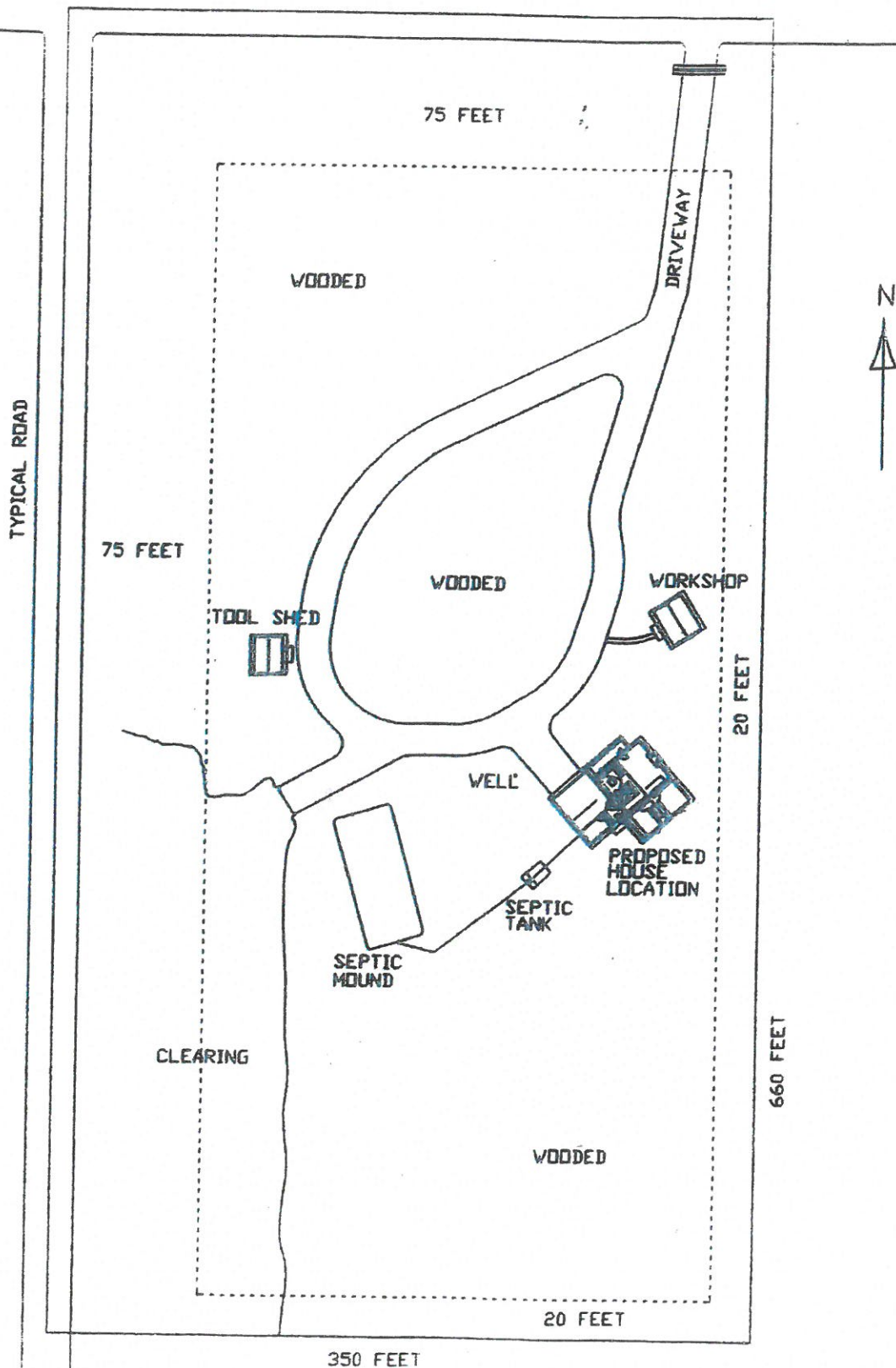
Permit fee

Permit#

Expiration Date

TOWN OF EGG HARBOR
SAMPLE SITE PLAN

5.30 ACRES



PART OF CHAPTER 3, BUILDING CODE—Town of Egg Harbor

3.05 REQUIREMENTS AND STANDARDS

- (1) **Buildable Lots.** All construction, regardless of the creation date of the lot or tax parcel on which it is occurring, must comply with setbacks and all other relevant provisions of this code. Any lot or tax parcel legally created and recorded in the office of the Door County Register of Deeds on or before July 01, 1984 may be considered buildable. Any lot created after July 01, 1984 must contain no less than 1 ½ acres in area and a minimum lot width of 150 feet.
- (2) **Non-buildable Lots.** Any lot or tax parcel created after July 01, 1984 without complying with relevant Town codes shall be considered non-buildable in its current configuration, unless it may be and is legally recreated according to the requirements of the Town of Egg Harbor Codes.
- (3) **Minimum Lot Size.** Any single-family dwelling unit excepting hotels licensed under Wis. Stats. Sect. 97.605 shall have allocated 1.5 acres per dwelling unit. Licensed hotels, dorm rooms and employee housing shall have a minimum of 1.5 acres per 5 units, with hotels to have not less than 5 units. Hotels, dorm rooms and employee housing are commercial buildings under this code and require a public hearing and approval by the Door County Sanitarian. Any commercial or industrial structure shall have 1.5 acres for each unit constructed. Minimum lot width for any construction shall be 150 feet as measured at any point between the front and rear lines of the property. Except where otherwise allowed by the Town Board under s. 3.06 of this Code, the property used to determine compliance with this minimum lot size allocation shall be contiguous. A single-family dwelling legally existing as of February 21, 2000 may be converted to a bed and breakfast establishment provided the floor area of the dwelling is not expanded and it is located on a parcel of land at least 1.5 acres in area. *(Revised 3/21/2020)*
- (4) **Height Limit.** No structure shall exceed thirty-five (35) feet in height as measured from the mean ground elevation along the foundation to the top or peak of the roof. TV antennas, satellite dishes, vent pipes and chimneys are excluded from this restriction. *(revised 10/28/2020)*
- (5) **Impervious Surface Ratio.** No more than 40% of the area of any lot or tax parcel shall be covered by an impervious surface. Any plan to cover more than 40% of the area of any lot or tax parcel will require variance approval accompanied by a storm water runoff plan.
- (6) **Razing of Buildings or Structures.** Anyone who wishes or intends to dismantle or destroy a structure such as a dwelling, barn, shed or garage shall first notify in writing the Town Board or the Town Assessor.
- (7) **Setbacks.** The setback shall be measured from the nearest portion of the structure, except that the first 2 feet of an overhanging eave of buildings shall not be included. Setbacks apply to both above- and below-ground structures and also include but are not limited to appurtenances such as attached or abutting porches, decks, stairways and balconies. Readily removable structures, such as an open fence, that do not interfere with fire access or visibility may be permitted within setback areas.

 - (a) **Road setbacks.** No structure shall be placed or constructed within seventy-five (75) feet from the centerline of any public or private road or permanent access easement. Structures on lots fronting State and Federal roads must meet State and Federal regulations if more restrictive.

(b) *Side and rear lot line setbacks.* No structure shall be located closer than 20 feet to a side or rear lot or parcel line.

(c) *Navigable water and wetlands setbacks.* No structure shall be located closer than 35 feet to navigable waters or wetlands.

(d) *Niagara Escarpment setback.* In no event shall any part of any structure be closer than 25 feet to the upper or lower edge (talus) of the Niagara escarpment. The Niagara escarpment includes areas shown on the Door County Escarpment Protection Area map dated February 1995, as well as escarpment areas having slopes with a vertical drop of 10 feet or greater in a horizontal distance of 30 feet.

PART OF CHAPTER 4—ROADS AND DRIVEWAYS -----Town of Egg Harbor

4.07 DRIVEWAY REQUIREMENTS. In addition to the general requirements in Section 4.04, driveways must meet the following standards:

(1) Except for driveways to State trunk highways, which are subject to Wisconsin Department of Transportation regulations, driveways shall be located within a 24-foot-wide easement and shall have at least sixteen (16) feet of clearance width, have not less than twelve (12) feet of hard surfacing with one (1) foot shoulders on either side.

(2) Commercial or industrial driveways accessing public roads shall be paved to a length of 25 feet to facilitate access to the abutting road.

(3) Driveways must be set back a minimum of five (5) feet from side and rear lot lines (unless the driveway is to be shared by the adjacent property owner) and any wetlands.

(4) New shared driveways shall be subject to a recorded agreement for their private, continued maintenance, including but not limited to snow plowing, at the expense of abutting land owners, as a condition of Town approval.

(5) Any person transferring ownership of a lot with access from a shared private driveway shall give the new owner a letter stating that said driveway is a private shared driveway, and that therefore the property owners taking access from that driveway are collectively responsible for its maintenance.

CONSTRUCTION REQUIRING INSPECTION

Town Building Code

3-8-05 Permit Required

- 1) No owner or contractor may commence construction of any building or mechanical system prior to obtaining a required permit from the municipal building inspector.
- 2) The construction which shall require a building permit includes, but is not limited to:
 - a) New 1 & 2 Family Dwellings and Commercial Buildings.
 - b) Additions and Remodels. A permit and inspection is required for all increased square footage and or structural change for any one or two family dwelling.
 - c) Any electrical wiring for new construction or 1 & 2 family dwellings, additions and remodel.
 - d) Any HVAC for new construction of 1 & 2 family swellings, additions and remodels.
 - e) Any plumbing for new construction of 1 & 2 family dwellings, additions and remodels.
- 3) The following construction activities shall NOT require building inspections:
 - a) Agricultural Buildings
 - b) 1 & 2 Family Accessory Buildings and Pools.
 - c) Re-siding, re-roofing and finishing of interior surfaces, installation of cabinetry, and repairs which are deemed minor by the Building Inspector. Notwithstanding this section, however, a permit accompanied by structural load-bearing calculations shall be required for re-roofing a building if the proposed re-roofing would constitute a third or more layer of roofing.
 - d) Replacement of major building equipment including furnaces, central air conditioners, water heaters and any other major piece of equipment.
 - e) Normal repairs of HVAC, plumbing and electrical equipment or systems such as replacing switches, receptacles, dimmers and fixtures.

**INSPECTION
SPECIALISTS**
BRETT GUILLETTE
Building Inspector

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InspectionSpecialistsLLC.com • brettg.isllc@gmail.com