

**BUILDING PERMIT INFORMATION  
CITY OF SHEBOYGAN FALLS**

**Contact for Building Permit:** Ken Sonntag  
City Hall  
375 Buffalo  
Sheboygan Falls, WI 53085  
Mon, Wed, Fri. 7:30 a.m. to 4:00 p.m.  
Tues & Thurs 9:30 a.m. to 6:00 p.m.  
467-7900 - Extension 15

**Building Inspector:** Ken Sonntag

Building permits are required for any project over \$250 in material costs & when work is “By Owner.” Building Permits are required for any project over \$500 when work (materials & labor) is over \$500.

**Information needed:** Sketch of the building project platted on lot. Cost estimates; copy of licenses and certificates of insurance for all general & subcontractors. Platted survey, 2 copies of plan, 2 energy worksheets, electric bid for new homes. Soil erosion plan on survey showing silt fence locations.

Electrical Permit by Electrician or General Contractor  
Plumbing Permit by Plumber or General Contractor  
Building Permit Application with all subcontractors listed.

**Fees required for permits:** New Home – See attached  
Remodeling: \$5.00 per \$1,000 of contract rounded up

Addition: See attached

Electric – 1% of contract amount with \$10 minimum +  
\$42.50 per inspection; New Construction – 2  
Inspections and New Service – 1 Inspection

Plumbing - See attached

HVAC      \$15.00 new furnace or CAC  
              \$10.00 replace furnace or CAC (see  
              attached

**Processing time:**                    24 to 48 Hours

**Additional Information:**                    New homes - General contractor pulls all permits  
as long as subs are licensed and insured per city records.  
If not each contractor must pull own permit.

Small remodeling jobs - each contractor should pull  
own permit.

Set backs:    Front 25      (Depends on zoning)  
                  Side 10'  
                  Rear 30'  
                  1'0' of overhang can be in set-back

Outbuildings: garages, sheds, etc.

2' rear lot & side lot In older areas

4' rear lot & side lot In newer areas

\* Location must be approved prior to start of  
construction.

Silt fences must be installed & maintained from  
scraping of lot through completion of project.

Temporary tracking pad driveways using 2" to 3"  
crushed stone must be installed & maintained  
throughout construction.