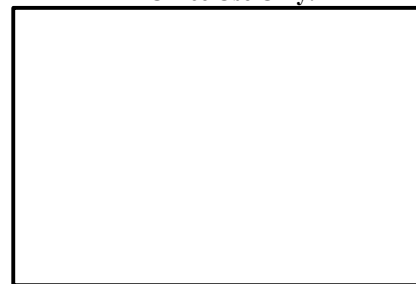




City of Kenosha  
 Department of Neighborhood Services and Inspections  
 625 52nd Street, Room 100, Kenosha, WI 53140  
 Phone: 262.653.4263, Fax: 262.653.4254

Office Use Only:



**APPLICATION FOR  
 PORCH / DECK PERMIT**

Permit Fee: \$60.00, Zoning Plan Review Fee: \$60.00

This document must be legible or will be returned .

You will be notified when your permit is ready; please do not submit payment with permit application .

**For new construction: One (1) 8 1/2" x 11" or 11" x 17" size set of plans must be submitted with this permit application**

Project Address \_\_\_\_\_

Check one:  Commercial  Multi-family  One- or Two-family  
 If commercial or multi-family, City Development approval is required:

City Development Authorization \_\_\_\_\_

Owner \_\_\_\_\_

**\*Contractor** \_\_\_\_\_

Mailing Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_

Contractor e-mail \_\_\_\_\_

**\*Note to Contractor:** Please see attached "State Licensing Requirements."

Estimated Cost \$ \_\_\_\_\_

Corner Lot:  Yes  No

**Type of Work:**

- Open Porch (consists of a roof and floor)
- Deck – **Note:** A 15' rear yard setback and 5' side yard setback is required for all rear yard decks .
- Jump Platform
- Stairs
- Handrail
- Guardrail
- Repair only (no new construction)

Comments \_\_\_\_\_

Size: \_\_\_\_\_ by \_\_\_\_\_ Height: \_\_\_\_\_

Setbacks in feet from property lines: Front \_\_\_\_\_ Rear \_\_\_\_\_ Left \_\_\_\_\_ Right \_\_\_\_\_

**Location:**  Front Yard  Side Yard  Rear Yard

**Check One:**  One-family  Two-family  Multi-family

Will electric be installed?  Yes  No Lot Dimensions: Width \_\_\_\_\_ Depth \_\_\_\_\_

<b>For Office Use Only:</b>	Plan File # _____	Review Chapter _____
Permit headered as:	<input type="checkbox"/> PODE <input type="checkbox"/> PORE	Zoning _____ Zoning Review (for new construction) _____

*I agree to comply with all applicable codes, statutes, and ordinances, and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and, certify that all the above information is accurate. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done. I have read and understand all requirements applicable to this construction project.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**City of Kenosha**

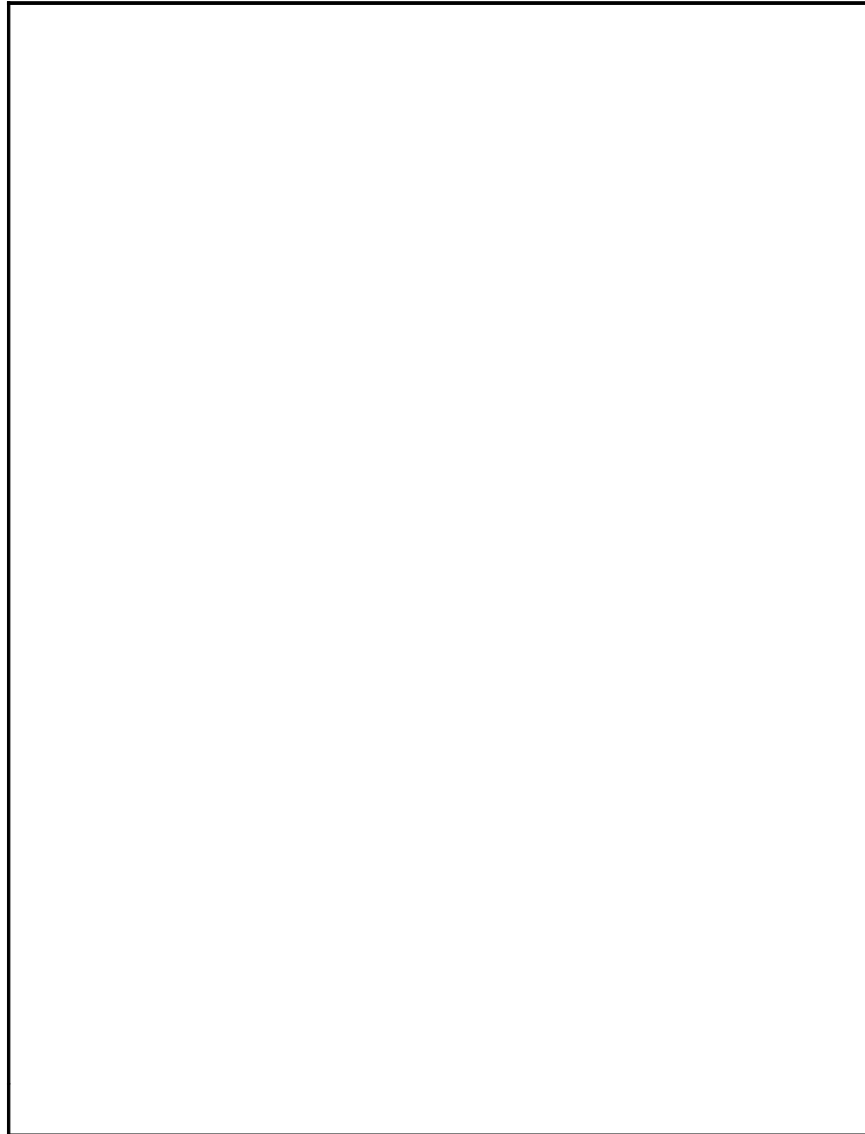
**APPLICATION FOR PORCH / DECK PERMIT – Page Two**

**SITE PLAN**

**Please indicate on the following site plan:**

1. Indicate size, location, and distance from property lines of proposed porch/deck/platform/stairs .
2. Show existing structures (sheds, garages, detached decks, fences) .
3. Indicate location of all driveways (yours and your neighbors) .

**CHECK ONE:** Alley   
Neighbor



**CHECK ONE:**

Street   
Neighbor

**CHECK ONE:**

Street   
Neighbor

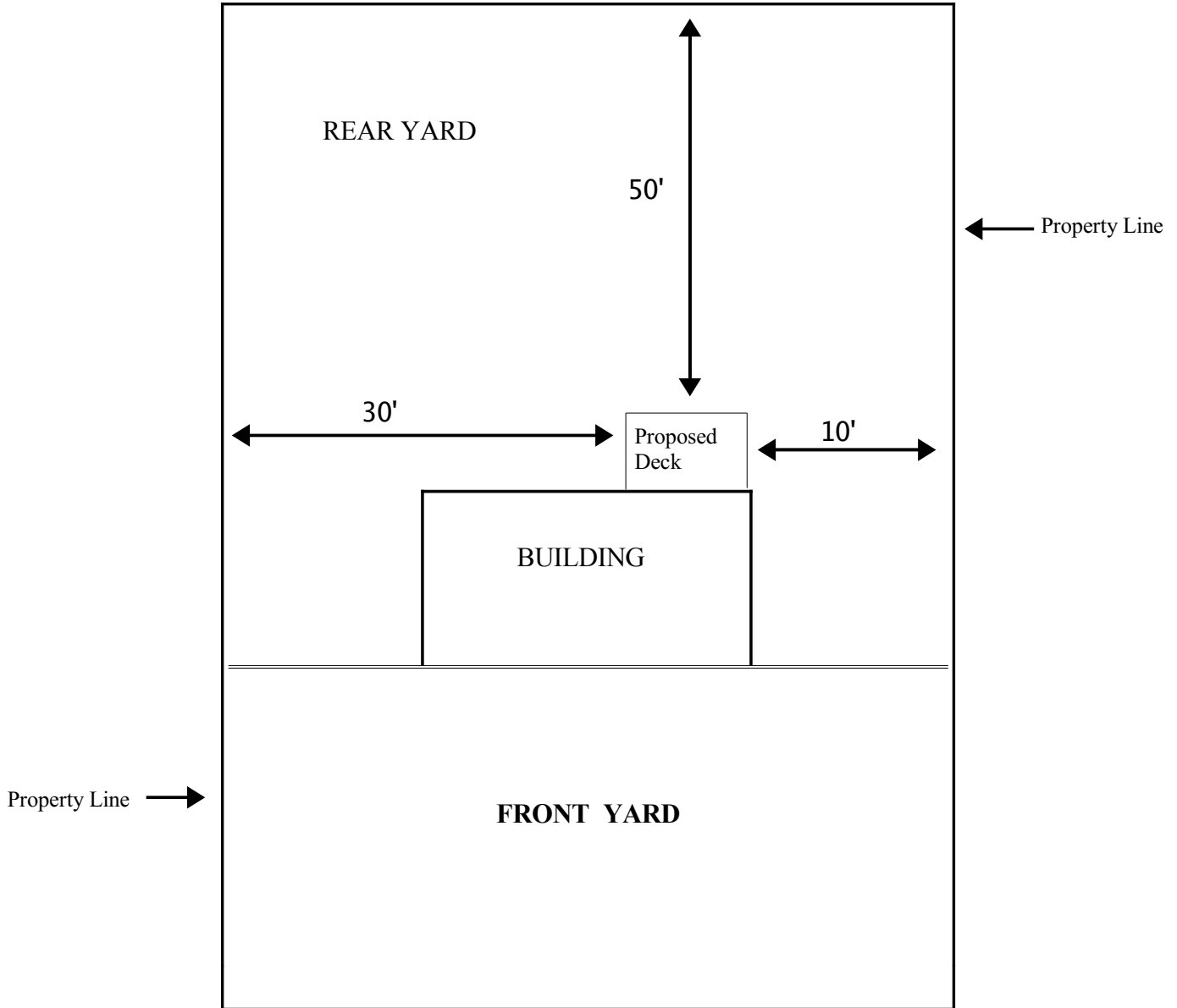
Street Name \_\_\_\_\_

**IMPORTANT:** *The narrowest width of the property which abuts the street is considered the front yard.*

City of Kenosha

APPLICATION FOR PORCH / DECK PERMIT – Page Three

SAMPLE SITE PLAN



Street Name \_\_\_\_\_

- Inspections Required:**
- ☎ Call 262.653.4263 for post-hole inspection prior to installing posts.
  - ☎ Call 262.653.4263 for final inspection when project is complete.

## **Porch and Deck Regulations for Zoning Districts RG1, RG2, and RS3**

### **Porches and Decks:**

1. A porch constructed with a new home, which either encroaches or does not encroach into the setback, must be:
  - No more than six feet (6') into required setback
  - A minimum of 25 square feet with six feet (6') depth
  - Roofed
  - Perimeter to be defined by use of columns, posts, railings, etc.
  - Conforming with all other applicable codes and ordinances
  
2. The covered porch or deck may encroach into the required side or rear yard not more than six feet (6') or 20% of the required yard, whichever is less.



## State of Wisconsin Licensing Requirements for Contractors:

### **General Contractors of One- or Two-family Dwellings:**

Any general contractor that performs work on a one- or two-family dwelling must possess the following two licenses:

- 1) Dwelling Contractor Number: \_\_\_\_\_ Signature of Designee: \_\_\_\_\_
- 2) Dwelling Qualifier Number: \_\_\_\_\_
- Dwelling Qualifier Licensee Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

### **General Contractors of Multi-family Dwellings or Commercial Projects:**

Any general contractor that performs work on a multi-family dwelling or commercial property must possess the above two licenses **OR**:

- Building Contractor  
 Registration (BCR) Number: \_\_\_\_\_ Signature of Designee: \_\_\_\_\_

### **Contractors of Exterior Sewer and Water Laterals or Interior Plumbing Projects:**

Any contractor that performs Exterior Sewer and Water Lateral or interior plumbing work must possess the following two licenses:

- 1) Wisconsin Master Plumber's License Number: \_\_\_\_\_
- Licensee's Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_
- 2) Building Contractor  
 Registration (BCR) Number: \_\_\_\_\_ Signature of Designee: \_\_\_\_\_

### **Contractors of Electrical Projects:**

Any contractor that performs electrical work must possess the following two licenses:

- 1) Wisconsin Master Electrician's License Number: \_\_\_\_\_
- Licensee's Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_
- 2) Wisconsin Electrical  
 Contractor Certification Number: \_\_\_\_\_ Signature of Designee: \_\_\_\_\_
- OR**  
 Building Contractor Registration (BCR) Number: \_\_\_\_\_ Signature of Designee: \_\_\_\_\_

### **Contractors of HVAC Projects:**

Any contractor that performs HVAC work must possess the following two licenses:

- |  |                                |                      |
|--|--------------------------------|----------------------|
| 1) Wisconsin HVAC<br>Qualifier Number: _____                         | Licensee's<br>Signature: _____ | Print<br>Name: _____ |
| <b>OR</b><br>City of Kenosha<br>HVAC License: _____                  | Licensee's<br>Signature: _____ | Print<br>Name: _____ |
| 2) Wisconsin HVAC<br>Contractor Certification Number: _____          | Signature of Designee: _____   |                      |
| <b>OR</b><br>Building Contractor<br>Registration (BCR) Number: _____ | Signature of Designee: _____   |                      |

### **Note to Property Owners:**

If the owner of the property is listed as the general contractor, a license is not required; however, the attached "Cautionary Statement" must be signed by the property owner.

**CITY OF KENOSHA**  
**Department of Neighborhood Services and Inspections**

**CAUTIONARY STATEMENT TO OWNERS OBTAINING BUILDING PERMITS**

*101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:*

If the owner hires a contractor to perform work under the building permit, and the contractor is not bonded or insured as required under S.101.654(2)(a), the following consequences might occur:

- a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.
- b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two-family dwelling code or an ordinance enacted under Sub.(1)(a) because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ADDITIONAL RESPONSIBILITIES FOR OWNERS OF PROJECTS DISTURBING ONE OR MORE ACRE OF SOIL**

I understand that this project is subject to Ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PERMIT ISSUED SUBJECT TO THE FOLLOWING**

- 1. Work shall be started within sixty (60) days of the issue date, or permit becomes **expired**.
- 2. Permit expires **six months to one year** after the issue date. See Department for details.
- 3. Fee for permit issued after work has commenced will be **two (2) times** the normal rate.
- 4. The applicant shall be responsible for obtaining the permit for the proper address. A permit is not transferable to another address.
- 5. Permits issued for razing buildings shall become null and void if work is not commenced and completed within thirty (30) days, or as stated.
- 6. All plumbing, electrical, and HVAC work shall be done by licensed contractors under proper permits.
- 7. Remodeled/renovated basement areas are not to be used as sleeping areas; unless in accordance with residential one- and two-family alteration and remodeling standards.
- 8. The applicant assumes full responsibility for proper location of property lines and the proper building/structure location from property lines.