

TOWN OF GRAND RAPIDS

MANUFACTURED (MOBILE) HOMES

1. **Manufactured (Mobile) homes are allowed in:**
 - a. Mobile home parks (Whispering Pines)
 - b. Mobile home subdivisions (Homestead Forest or Merry Manor).
2. **Only HUD-certified manufactured (mobile) homes may be moved in.**
 - a. The red Federal Housing and Urban Development label must be on the exterior of the mobile home and the HUD data plate on the interior of the mobile home. (NOTE: A “Manufactured Dwelling” (modular home) has no red HUD label and is constructed under the Wisconsin Uniform Dwelling Code.
 - b. The installation of a manufactured home produced before April 1, 2007 shall be installed in conformance with the requirements in effect at the time the manufactured home was produced.
 - c. The installation of a manufactured home produced after April 1, 2007 shall be per Comm. 21.40.
3. **A Building permit** is required. The permit application must include the HUD certification number, The installers License number, any decks planned, and a detailed plot plan, showing other structures, showing distances to lot lines, and location of septic system and well, etc.
4. **“Statement of Monthly Parking Fee”** if the home is being located in a Mobile Home Park (Whispering Pines)
5. **Sanitary (reconnect) permit** is required from Wood County Planning Office (715-421-8466) to connect manufactured home to an existing septic system.
6. **Tie-downs or anchors and piers or foundation are required.**
7. **Two legal exits** are required. Both must comply with the following:
 - e. Stairs must have uniform treads at least 9” X 36” and rises not over 8” high.
 - f. If stairs have more than 3 risers, Handrails are required on all open sides, with handrails from 30” to 38” above the tread nosing; Mid-rails or spindles are required, with no opening over 4” diameter.
 - g. If deck or platform is over 24” high, a guardrail at least 36” high is required, and designed so that a 4” sphere cannot pass through.
 - h. At main entry, a stoop or landing at least 3’ X 3’ is required, no more than 8” below threshold.
8. **Setbacks to nearest point of home to:**
 - a. Street Lot Line 30’ or 63’ to centerline of Road (most restrictive)
 - b. Side Lot Line 9’
 - c. Rear Lot Line 25’
9. **Building Permit Fee (\$750)**

Building Inspector/Zoning Administrator
2410 48th Street South · Wisconsin Rapids, WI 54494-7799
Phone (715)4241821 · Cell (715)213-3264 · Fax (715)424-0688
Email: building@grandrapidswi.org



WISCONSIN UNIFORM BUILDING PERMIT APPLICATION

Application No. _____

Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]

Parcel No. _____

PERMIT REQUESTED Constr. HVAC Electric Plumbing Erosion Control Other:

Owner's Name _____ Mailing Address _____ Telephone: _____

Contractor Name & Type _____ Lic/Cert# _____ Mailing Address _____ Telephone: _____

Dwelling Contractor (Constr.) _____

Manufactured Home Installer _____

HVAC _____

Electrical _____

Plumbing _____

PROJECT LOCATION Lot area _____ Sq.ft. One acre or more of soil will be disturbed _____, _____, of Section _____, T _____, R _____

Building Address _____ Subdivision Name _____ Lot No. _____ Block No. _____

Zoning District(s) _____ Zoning Permit No. _____ **Setbacks:** Front _____ ft. Rear _____ ft. Left _____ ft. Right _____ ft.

1. PROJECT <input type="checkbox"/> New <input type="checkbox"/> Repair <input type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Other:			3. OCCUPANCY <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input type="checkbox"/> Other:			6. ELECTRIC Entrance Panel Amps: _____ <input type="checkbox"/> Underground <input type="checkbox"/> Overhead 7. WALLS <input type="checkbox"/> Wood Frame <input type="checkbox"/> Steel <input type="checkbox"/> ICF <input type="checkbox"/> Timber/Pole <input type="checkbox"/> Other:			9. HVAC EQUIP. <input type="checkbox"/> Furnace <input type="checkbox"/> Radiant Basebd <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central AC <input type="checkbox"/> Fireplace <input type="checkbox"/> Other:			12. ENERGY SOURCE Fuel Nat Gas LP Oil Elec Solid Solar Space Htg <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Water Htg <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>					
2. AREA INVOLVED (sq ft)				4. CONST. TYPE <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd. per WI UDC <input type="checkbox"/> Mfd. per US HUD			8. USE <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other:			10. SEWER <input type="checkbox"/> Municipal <input type="checkbox"/> Sanitary Permit# _____							
Unfin. Bsmt	Unit 1	Unit 2	Total	5. STORIES <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: <input type="checkbox"/> Plus Basement			11. WATER <input type="checkbox"/> Municipal <input type="checkbox"/> On-Site Well			13. HEAT LOSS _____ BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)							
Living Area										14. EST. BUILDING COST w/o LAND \$ _____							
Garage																	
Deck																	
Porch																	
Totals																	

I understand that I am: subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. 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 vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the reverse side of the last ply of this form.

APPLICANT (Print): _____ **Sign:** _____ **DATE** _____

APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. See attached for conditions of approval.

Will there be construction of a driveway or altering or re-surfacing an existing driveway? yes no

ISSUING JURISDICTION Town of Village of City of County of State → State-Contracted Inspection Agency#: _____ Municipality Number of Dwelling Location _____

FEES:	PERMIT(S) ISSUED	WIS PERMIT SEAL #	PERMIT ISSUED BY:
Plan Review \$ _____ Inspection \$ _____ Wis. Permit Seal \$ _____ Driveway Permit \$ _____ Total \$ _____	<input type="checkbox"/> Construction <input type="checkbox"/> HVAC <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control	_____	Name _____ Date _____ Tel. _____ Cert No. _____

INSTRUCTIONS

The owner, builder or agents shall complete the application form down through the Signature of Applicant block and submit it and building plans and specifications to the enforcing municipality. Permit application data is used for statewide statistical gathering on new one- and two-family dwellings, as well as for local code administration. **Please type or use ink and press firmly with multi-ply form.**

PERMIT REQUESTED

- Check off type of Permit Requested, such as structural, HVAC, Electrical or Plumbing.
- Fill in owner's current Mailing Address and Telephone Number.
- If the project will disturb one acre or more of soil, the project is subject to the additional erosion control and stormwater provisions of ch. NR 151 of the WI Administrative Code. Checking this box will satisfy the related notification requirements of ch. NR 216.
- Fill in Contractor and Contractor Qualifier Information. Per s. 101.654 (1) WI Stats., an individual taking out an erosion control or construction permit shall enter his or her dwelling contractor certificate number, and name and certificate number of the dwelling contractor qualifier employed by the contractor, unless they reside or will reside in the dwelling. Per s. 101.63 (7) Wis. Stats., the master plumber name and license number must be entered before issuing a plumbing permit.

PROJECT LOCATION

- Fill in Building Address (number and street or sufficient information so that the building inspector can locate the site).
- Local zoning, land use and flood plain requirements must be satisfied before a building permit can be issued. County approval may be necessary.
- Fill in Zoning District, lot area and required building setbacks.

PROJECT DATA - Fill in all numbered project data blocks (1-14) with the required information. All data blocks must be filled in, including the following:

2. Area (involved in project):
 - Basements - include unfinished area only
 - Living area - include any finished area including finished areas in basements
 - Two-family dwellings - include separate and total combined areas
3. Occupancy - Check only "Single-Family" or "Two-Family" if that is what is being worked on. In other words, do not check either of these two blocks if only a new detached garage is being built, even if it serves a one or two family dwelling. Instead, check "Garage" and number of stalls. If the project is a community based residential facility serving 3 to 8 residents, it is considered a single-family dwelling.
9. HVAC Equipment - Check only the major source of heat, plus central air conditioning if present. Only check "Radiant Baseboard" if there is no central source of heat.
10. Plumbing - A building permit cannot be issued until a sanitary permit has been issued for any new or affected existing private onsite wastewater treatment system.
14. Estimated Cost - Include the total cost of construction, including materials and market rate labor, but not the cost of land or landscaping.

SIGNATURE - Sign and date this application form. If you do not possess the Dwelling Contractor certification, then you will need to check the owner-occupancy statement for any erosion control or construction permits.

CONDITIONS OF APPROVAL - The authority having jurisdiction uses this section to state any conditions that must be complied with pursuant to issuing the building permit.

ISSUING JURISDICTION: This must be completed by the authority having jurisdiction.

- Check off Jurisdiction Status, such as town, village, city, county or state and fill in Municipality Name
- Fill in State Inspection Agency number only if working under state inspection jurisdiction.
- Fill in Municipality Number of Dwelling Location
- Check off type of Permit Issued, such as construction, HVAC, electrical or plumbing.
- Fill in Wisconsin Uniform Permit Seal Number, if project is a new one- or two-family dwelling.
- Fill in Name and Inspector Certification Number of person reviewing building plans and date building permit issued.

PLEASE RETURN SECOND PLY WITHIN 30 DAYS AFTER ISSUANCE TO (You may fold along the dashed lines and insert this form into a window envelope.):

Safety & Buildings Division
P O Box 2509
Madison, WI 53701-2509

(Part of Ply 4 for Applicants)

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.

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

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: _____

TOWN OF GRAND RAPIDS
ZONING PERMIT INFORMATION
Related to One and Two Family Permits



Parcel # _____

APPLICANT _____

Phone _____ Address _____

OWNER* _____

Phone _____ Address _____

LOCATION (Address) _____

Legal Description _____

Zoning _____ Parcel Size _____

CURRENT USE

PROPOSED USE

.....**SITE** Improvements planned _____

~~.....~~ Parking _____

~~.....~~ Highway access _____

.....**EXISTING STRUCTURES** (Include size)

.....**DFCDCG98 GHFI 7HI F9G**

TOWN OF GRAND RAPIDS

Zoning Permit Information

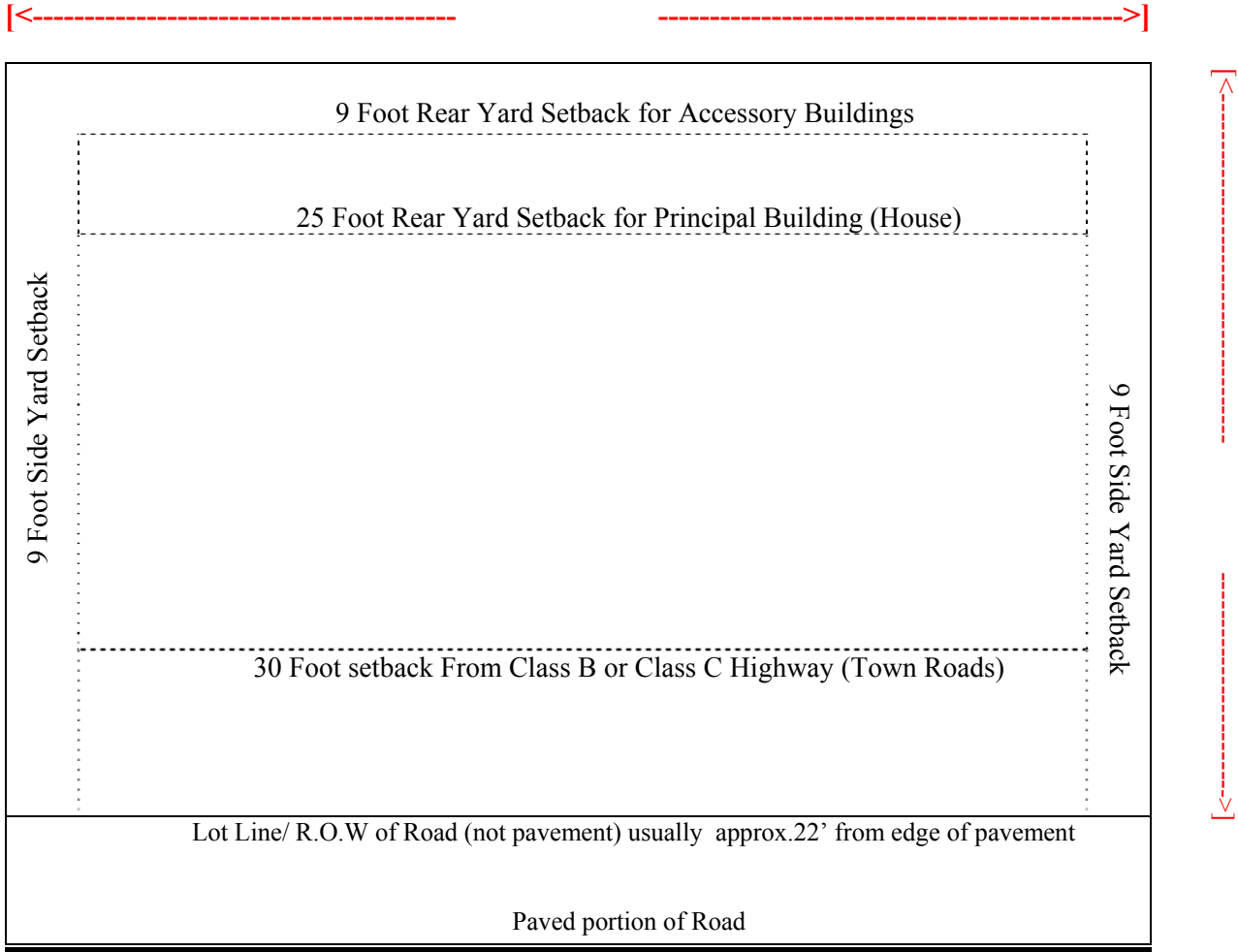
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Completion date _____

Septic system/Well/Drainage _____

OTHER INFORMATION

PLOT PLAN



Applicant _____ **Owner*** _____
(Signature) (Signature) *If Applicant is not the Owner

Date _____

Building Inspector/Zoning Administrator
2410 48th Street South • Wisconsin Rapids, WI 54494-7799
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