

TOWN OF MONTROSE ZONING/BUILDING PERMIT POLICY REQUIREMENTS

1341 Diane Avenue, Belleville WI 535008

Contact Dane County Planning & Development, Zoning Division to receive either verbal and/or written confirmation your project and/or property is in compliance before a building and/or zoning permit will be issued.

BUILDING PERMIT:

- 1) Copy of driveway permit
- 2) Copy of sanitary permit
- 3) Copy of Dane County Zoning Permit
- 4) Two complete sets of plans to scale
- 5) List of contractors with addresses and phone numbers (Master Plumbers license required)
- 6) Heat loss calculations (form can be obtained from Inspection Department)
- 7) Fill out permit form completely
- 8) Pay all fees due
- 9) Plot plan showing location of proposed structure relative to property line

ADDITIONS AND GARAGES:

- 1) Copy of Dane County zoning permit
- 2) Two complete sets of plans to scale
- 3) List of contractors with addresses and phone numbers
- 4) Fill out permit form completely
- 5) Pay all fees due
- 6) Plot plan showing location of proposed structure

relative to property line

INTERIOR REMODELING:

1) Required information will vary depending on project. Please call inspector to discuss information needed

SHEDS AND DECKS:

- 1) Plot plan showing location of proposed structure relative to property line
- 2) One complete set of plans to scale

ADDITIONAL PERMITS & PLUMBING:

- 1) Separate permits are required for any additional work involving electrical, plumbing, and/or heating of the above mention projects
- 2) Plumbing work may only be done by Master Plumbers or an owner of a single family home occupying such structure as his/her primary residence per State Plumbing Codes

For further information or questions regarding fees and permits call Building Inspector at 608-516-1251 or Town Clerk at 608-424-3848