

VILLAGE OF LOMIRA
425 WATER STREET
LOMIRA, WI 53048
920-269-4112

Building Inspector: **Susan Leahy** of Grand Valley Inspection Services
W4691 County Road B
Markesan, WI 53946

Cell: 920-229-6360

Email: gvinspection@gmail.com

Susan is available upon appointment.

Building Permit Process:

1. Complete the building permit application
2. Return completed application to the Village Clerk's office at 425 Water Street, Lomira 53048 or email to jrhein@villageoflomira.com
3. The building inspector will process your permit application. Susan will be in contact with you regarding the fees and when you may begin your project. She will deliver or mail the permit to you.
4. Once you receive your permit, you may begin your project. Keep in contact with Susan to make sure the proper inspections occur when needed. Building permit projects must be completed within 6 months. If not completed within 6 months, an application for extension is necessary.

Necessary Information to File for a building Permit:

1. Two sets of plans
2. Two plot plans or plats of survey, showing elevations, setbacks, drainage and erosion control
3. Two copies of Thermal Performance (heat loss calculations)
4. Completed application, including contractor's certification numbers and signed cautionary statement to owner

Types of Work Requiring One or More Permits (not a complete list):

1. New structures, including sheds
2. Install or replace fencing, siding, windows or skylights
3. Relocate or replace fireplaces, chimneys, furnaces or air conditioners
4. Remodel, relocate walls, plumbing fixtures, windows or subfloor
5. Construct or replace deck or swimming pool
6. Upgrade electric service equipment or added circuitry
7. Furnaces and/or air conditioners
8. Electrical service upgrade
9. Roof
10. Siding

Call Susan with questions or if project is not listed.

Fees will be verified by the Inspector.