

**VILLAGE OF ROCHESTER BUILDING PERMIT CHECK LIST**  
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**NEW HOME**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF WORKING PLANS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 2 SURVEYS WITH RESIDENCE PLATTED TO SCALE
- \_\_\_\_\_ 1 SET OF HEAT CALCULATIONS (CAN BE OBTAINED BY HEATING CONTRACTOR)
- \_\_\_\_\_ 1 BUILDING PERMIT APPLICATION COMPLETED ONLINE AT:  
<HTTPS://VERIFICATION.DSPS.WI.GOV/BUILDINGPERMIT/APPLICATION/DIRECTIONS.ASPX>
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**DECK**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF WORKING PLANS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**ADDITIONS**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**REMODEL**

- \_\_\_\_\_ 3 SETS OF PLANS (**PLANS MUST SHOW BEFORE AND AFTER**)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**POOLS**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF PLANS OR 3 COPIES OF BROCHURES FROM COMPANY
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**ACCESSORY BUILDINGS**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF PLANS INCLUDING TRUSS CALCULATIONS SHOWING 30lbs LIVE LOAD MINIMUM- NO **EXCEPTIONS!!!**
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)

**SHED**

- \_\_\_\_\_ 1 COMPLETED VILLAGE OF ROCHESTER ZONING APPLICATION FORM
- \_\_\_\_\_ 3 SETS OF WORKING BLUE PRINTS (MUST SHOW ALL SPECIFICATIONS)
- \_\_\_\_\_ 1 COMPLETED BUILDING PERMIT APPLICATION FORM
- \_\_\_\_\_ BUILDING PERMIT CHECK LIST (THIS FORM)