



## Commercial

### CITY OF OCONTO

#### COMMERCIAL BUILDING PERMIT APPLICATION CHECKLIST

\_\_\_ **Plans** – 1 set of complete plans

- Foundation plans     Floor plans (including door and window sizes and header information)
- Cross Section –showing all materials used     Elevations     Tall Wall and Wall bracing marked
- State Approve Plans – copy must include approval letter and must be stamped.     Header size and span

\_\_\_ **Knox Box Application** – As required, City Ordinance Sec. 5-4-12

- Contacted Fire Department (Oconto Fire Department 920-834-7775)

\_\_\_ **Site Plan/Survey** – must show accurate property lines; all structures, decks, sheds, ingress & egress, etc., clearly noted. All items must comply with City of Oconto zoning regulations.

\_\_\_ **Erosion Control Plan** – showing location of dirt piles during excavation and what will be used to control erosion (vegetation, silt fence, hay bales, tracking pad, etc.)

\_\_\_ **Energy Worksheets** – (State prefers Recheck - <http://www.energycodes.gov/> )

\*\*Energy Worksheets must be filled out in their entirety-including owner, agent, contractor information and MUST be signed\*\*

\_\_\_ **Permit Applications** that pertain to project:

- Commercial Building     Electrical     Plumbing     Heating     Fence     Occupancy
- ROW     Street Opening     Move     Raze     Early Start     Sign     Demolition

\_\_\_ **List of all subcontractors:** Names, Addresses, Phone and Fax Numbers, and required State Certification Numbers.

- Commercial Builder/General Contractor     Excavator     Mason     Landscaper     HVAC Contractor
- Electrician     Plumbing Firm     Demolition Contractor     Mover     Other: \_\_\_\_\_

\_\_\_ **ALL Permits** filled out in their entirety; they will be returned for completion, which will delay your project.

\_\_\_ **Signature of Applicant.**