Applying for a Burn Permit

- 1. Go to https://bsaonline.com/?uid=2362
- 2. On the left side of the screen, click "Apply for a Permit"



3. Search by address – In the Search For box – Type in your House Number and Click Search

City of Franklin	Milwaukee County WI	1 al al			No.			powered by	
Search: Building Departmen	t * By: Address * Ent	er an address or address rang e Advanced Address Search	e s <mark>uch as 100-200 Main</mark> S	it				PSear	ch
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Building Uepartment search Miscellaneous Recivables Search Special Assessment Search Utity Billing Search © Online Payments Building Department Payments Utity Billing Payments Utity Billing Payments — Building Department Apply for a Permit Building Department Search	Welcome to the City of Frank 1. Electrical Permits (any work 2. Pumbridg Permits (any work 3. HVAC Permits - 1 & 2.Famil 4. HVAC Permits - 1 & 2.Famil 4. HVAC Permits - Nublishani To view a list of applications a document. The contractor any inspection Services Staff as by mail to: 9229 W. Loomis R. Inspection Services is available Sincerely.	tins online permit application page.You 9 9 9 9 9 9 9 9 9 9 9 10 9 10 9 10 10 10 10 10 10 10 10 10 10	can apply <u>anline</u> here for the foll yrk only) for submittal please <u>circl here</u> . O phone or email when the permit calling (414) 425-0084 or you ma . to 4-30 p.m. We are committed t	owing Permits: ienerally, a proper submittal include s ready for issuance. Please be sure by email your questions to generalin to helping your project go smoothly	s a completed online application to to provide correct contact informat spection@Hanklinwi.gov. You may i	long with all required submittal tion. also continue to apply for permits			
MUNICIPALITIES Select a Municipality	Select a Property	Enter Permit Details	Enter Applicant Information	Estimate Permit Fees	Attach Documents	Submit Application			
ACCOUNT Sign In Register Why Register? Remote Assistance	Step 1: Select a Pr Click here if you are Property Search Search Byr Search For	a contractor/design professio	nal	1	1		I		

4. Property Owner's Name(s) Appear – Click on the Owner/Property you are Applying for

Utility Billing Payments	by mail to: 9229 W. Loomis Roa	ad, Franklin, WI 53132.			,	0
 Building Department 	Inspection Services is available	to assist you Monday-Friday, 8:00 a.m	. to 4:30 p.m. We are committed to	helping your project go smoothly	/1	
Apply for a Permit Building Department Search	Sincerely, Inspection Services					
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5. When the Property you want is Verified – Click Next

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All Record Search						Contractor Learning Center
Miscellaneous Receivables Search	Welcome to the City of Franklin's	online permit application page.You	can apply <u>online</u> here for the follo	wing Permits:		
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Jtility Billing Payments	by mail to: 9229 W. Loomis Road,	Franklin, WI 53132.				
Building Department	Inspection Services is available to	assist you Monday-Friday, 8:00 a.m.	. to 4:30 p.m. We are committed to	helping your project go smoothly!		
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- 6. Use the Drop-Down to Select the Permit Type Burn
- 7. A Description Must be Entered "Residential Burn Permit" is okay to use here

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8. Click Next

	Use Ad	vanced Address Search				
SERVICES Public Records Search All Record Search Building Department Search Search Special Assessment Search Utility Billing Search Online Payments Building Department Payments Utility Billing Payments Utility Billing Payments Building Department Apply for a Permit Building Department Building Department Apply for a Permit Building Department Building B	Welcome to the City of Franklin's a Submit a permit Used Permits (any work) 2. Plumbing Permits (any work) 3. HVAC Permits - 1 & 2Family dw 4. HVAC Permits - 1 & 4Family dw To view a list of applications and e documents. The contractor and pr Inspection Services Staff is available by mail to: 9229 W. Loomis Road, Inspection Services is available to Sincerely.	pplication for Permit application online. whine permit application page.You ellings (any work) ellings (equipment replacement wo hecklists with required information operty owner will be constrated by e for pre-application assistance by ranklin, WI 33122. assist you Monday-Friday, 800 a.m	can apply <u>online</u> here for the follo ork only) for submittal, please <u>click here</u> . Ge phone or email when the permit is calling (414) 425-0084 or you may . to 4:30 p.m. We are committed to	wing Permits: nerally, a proper submittal includes ready for issuance. Please be sure t email your questions to generalins helping your project go smoothly!	a completed online application al o provide correct contact informat pection@franklinwi.gov. You may a	Contractor Learning Center ong with all required submittal ion.
MUNICIPALITIES Select a Municipality ACCOUNT Sign In Register Why Register?	Inspection Services Select a Property 9229 W LOOMIS RD Step 2: Enter Permit	Enter Permit Details Details	Enter Applicant Information	Estimate Permit Fees	Attach Documents	Submit Application
Remote Assistance	Burn Please describe the work to be F test brush Application Details: This application has no editable	done in detail:				Back Next

- 9. Check the Box to Certify you are the Owner of the Property (If you are completing the burning for the owner and you have permission, there is an opportunity to upload a letter from the property owner in a later step of the application process – Check the Box)
- 10. Complete Phone Number and Email Address (you will receive your approved permit at the email address you provide here)

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11. Click N	Vext				
Homeown	er Application for Permit				
Submit a pe	rmit application online.				Contractor Learning Center
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spection Services is availa	able to assist you Monday-Friday, 8:00 a.m.	to 4:30 p.m. We are committed to	helping your project go smoothly!		
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Select a Propert 9229 W LOOMIS RD	Enter Permit Details Burn: SF test brush	Enter Applicant Information	Estimate Permit Fees	Attach Documents	Submit Application
To apply for a permit a department to correct	plicant Information is a homeowner, you must verify that yo the issue.	ou are the owner the building d	epartment has on record. If the n	ame or address do not match, p	lease contact the building
Owner Informati	on on File				
If the information bel	ow is incorrect, please contact the muni	icipality to resolve the issue.			
Name:	FRANKLIN CITY OF				
Address:	9229 W LOOMIS RD				
😭 🗹 l certify that I am	the owner of the property listed above.				
Contact Information	tion				
🏫 Name:	FRANKLIN CITY OF				
🏫 Phone Number:	(414) 427-7575				
😭 Email Address:	sfroemming@franklinwi.gov				
🏫 Confirm Email:	sfroemming@franklinwi.gov				
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12. Click "Add" next to the Burn Permit Fee

Homeowner A Submit a permit	pplication for Permit				
					Contractor Learning Center
Welcome to the City of Franklin's 1. Electrical Permits (any work) 2. Plumbing Permits (any work) 3. HVAC Permits - 1 & 2-Family du 4. HVAC Permits - 1 & 2-Family du To view a list of applications and u documents. The contractor and p Inspection Services Staff is available by mail to: 9229 W. Loomis Road, Inspection Services is available to Sincerely, Inspection Services	online permit application page.You wellings (any work) vellings (equipment replacement wo checklists with required information roperty owner will be contacted by j be for pre-application assistance by Franklin, WI 53132. assist you Monday-Friday, 8:00 a.m	can apply <u>online</u> here for the follo rk only) for submittal, please <u>click here</u> . G ohone or email when the permit i calling (414) 425-0084 or you ma to 4:30 p.m. We are committed t	wing Permits: enerally, a proper submittal includes s ready for issuance. Please be sure to y email your questions to generalins; o helping your project go smoothly!	a completed online application al o provide correct contact informat secction@franklinwi.gov. You may a	ong with all required submittal ion. Ilso continue to apply for permits
Select a Property 9229 W LOOMIS RD	Enter Permit Details Burn: SF test brush	Enter Applicant Information FRANKLIN CITY OF 4144277575	Estimate Permit Fees	Attach Documents	Submit Application
Step 4: Estimate Per Estimate your permit fees by made.	mit Fees filling out the information below	as accurately as possible. Note	e that the fees will be reviewed by	department personnel, and app	, propriate adjustments may be
Available Fees			Selected Fees		

Fee Description	Category			Fee Description	Fee	Quantity	
Burn Permit Fee	Standard Item	Add	-	No online fees are configured.			
				Total Estimated Fee	s: \$0.00		

13. If the Total Fee of \$15.00 Carries Over to the Right – Click Next

Step 4: Estimate Permit Fees

to the RS&A Optime Terms of Use X

Estimate your permit fees by filling out the information below as accurately as possible. Note that the fees will be reviewed by department personnel, and appropriate adjustments may be made.

Available Fees				Selected Fees			
Fee Description	Category			Fee Description	Fee	Quantity	
Burn Permit Fee	Standard Item	Add	^	Burn Permit Fee	\$15.00	1.00	Remove
				Total Estimated Fee	s: \$15.00		
			_				
			*			4	-
						Bad	k Next

14. If you are <u>not</u> the Homeowner, this is the Opportunity to Upload the Document Provided by the Homeowner Giving Permission to Burn on their Property – <u>Click Next</u> to bypass the Upload or Following the Upload

Homeowner A Submit a permit	application										
										Contractor Lea	rning Center
elcome to the City of Franklin's Electrical Permits (any work) Plumbing Permits (any work) HVAC Permits - 1 & 2-Family dh HVAC Permits - Multi-family dw view a list of applications and a scuments. The contractor and p spection Services Staff is availat mail to: 9229 W. Loomis Road, spection Services is available to neerely, spection Services Select a Property 9229 W LOOMIS RD	online permit aj wellings (any wo vellings (equipm checklists with re roperty owner w ole for pre-applis Franklin, WI 53: assist you Mone <u>Enter Per</u> Burn: S	pplication page.You rk) ent replacement wo equired information vill be contacted by p cation assistance by 132. day-Friday, 8:00 a.m. rmit Details F test brush	can apply <u>online</u> I rk only) for submittal, ple ohone or email wi calling (414) 425- to 4:30 p.m. We a <u>Enter Aş</u> <u>Inform</u>	here for the follo ase <u>click here</u> . Ge hen the permit is 0084 or you may are committed to are committed to pplicant nation	wing Permits: enerally, a proper sub ready for issuance. F y email your question b helping your project Estimated A	mittal includes lease be sure to s to generalins; t go smoothly! mit Fees mount:	a completed online a o provide correct cont bection@franklinwi.go Attach Docu	oplication alc act informati v. You may a <u>ments</u>	ong with a ion. Iso contin	all required sub nue to apply fo mit Applic	omittal ir permits cation
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After Submitting your Application, this Screen will Appear that it was Successful. You will Receive an Email once your Permit has been Processed and Approved.

