

City of Franklin
Inspection Services
9229 West Loomis Road
Franklin, Wisconsin 53132
E-mail: generalinspection@franklinwi.gov
Phone: (414) 425-0084
Fax: 414) 425-7513

NEW ONE & TWO FAMILY - RESIDENTIAL PERMIT APPLICATION REQUIREMENTS

- **A COMPLETED WISCONSIN UNIFORM BUILDING PERMIT APPLICATION FORM- **DSPS SBD-5823** available at our office or online at <https://www.franklinwi.gov/Departments/Inspection-Services/Forms-and-Applications.htm>**
- **TWO (2) HARD COPIES AND ONE (1) PDF COPY OF BUILDING PLANS**
- **ALL PLANS SHALL CONTAIN THE FOLLOWING ADDITIONAL INFORMATION**
 - The structural wall detail showing the foundation reinforcement complying with ACI 332-14.
 - All elevations **MUST BE** drawn to scale or dimensioned and include the size and location of all rooms, doors, windows, structural features, exit passageways and stairs.
 - Label the use of each room.
 - Show the location of plumbing fixtures, chimneys, heating and cooling appliances, and a heating distribution layout.
 - Show the location and construction details of wall bracing on each building side and floor level. The details may consist of the Wall Bracing Compliance Worksheet or a legend showing which wall bracing method is used and the lengths or number of braced wall panels and demarcation of the circumscribed rectangles if more than one is used.
 - **Elevations.** The elevations shall show all of the following:
 - The exterior appearance of the building, including the type of exterior materials.
 - The location and size of doors, windows, roof, chimneys, exterior grade, footings and foundation walls.
- **FOUR (4) PAPER COPIES OF THE “STAKE-OUT PLAT OF SURVEY** - Stamped and signed by a registered land surveyor (one **MUST BE** an original).
The following additional items must be e-mailed to: EngineeringDept@franklinwi.gov - (414)425-7510.
 1. “Stake-out” Plat of Survey in PDF format.
- **TWO (2) SIGNED COPIES OF HEAT LOSS CALCULATIONS/ENERGY WORKSHEETS**
- **A COPY OF A DUMPSTER CONTRACT** (5-6 yard minimum dumpster required.)
- **PLAN REVIEW FEE – \$280.00** (cash, credit card [3% service fee – transactions must be completed by 4:15 pm], or check payable to the City of Franklin.
- **FINAL GRADE SURETY DEPOSIT PERMIT FOR NEW ONE & TWO FAMILY DWELLING UNITS**
– Include application and fee - \$500.00
- **ONE (1) HARD COPY OF TRUSS CALCULATIONS PROVIDED TO OUR OFFICE A MINIMUM OF THREE (3) DAYS PRIOR TO ROUGH FRAMING INSPECTION and (1) PDF COPY EMAILED TO - generalinspection@franklinwi.gov**

PLEASE NOTE - Permit application must be submitted online to DSPS – dsps.wi.gov/Pages/Programs/UDC - prior to submitting to the City of Franklin. Permit application must be received by DSPS and have no filing errors in order to be accepted by the City of Franklin. Please provide for verification purposes, along with the items listed above, the filing number assigned to your application by DSPS.