

RESIDENTIAL ALTERATION

City of Brookfield, Wisconsin
Inspection Services Department
2000 North Calhoun Road, Brookfield, WI 53005

Phone (262) 796-6646 M-F (7 a.m. - 5:00 p.m.)
FAX (262) 796-6702

THIS IS A LIST OF MOST FREQUENTLY ASKED QUESTIONS AND ANSWERS PERTAINING TO RESIDENTIAL ALTERATIONS

Q. Do I need a building permit?

A. Yes.

Q. How much will a building permit cost?

A. Residential alteration permits are \$.39 per square foot with a minimum fee of \$66.00 *plus* a plan examination fee of \$119.00. Plan exam fees are non-refundable and due at time of application.

Q. How do I apply for a building permit?

A. Bring in two copies each of the floor plan and a typical cross section of any proposed wall construction and ceiling finishes when you come to the Inspection Service's desk to submit your application for a permit. Floor plans should be drawn to 1/4" scale. Section plans should be drawn to 1/2" scale.

*Plans *must* have the property address on all copies.

Q. (Home Owner) May I do my own electric wiring?

A. Yes, if you are the owner *and* occupant, you may do most electrical work (no service changes).

AN ELECTRICAL PERMIT IS REQUIRED.

Q. (Home Owner) Can I do my own plumbing work?

A. Yes, if you are the owner *and* occupant, you may perform your own plumbing work.

A PLUMBING PERMIT IS REQUIRED.

Good luck with your project! Remember we are here to serve and protect you, our residents.

Our hours are Monday through Friday 7:00 a.m. - 5:00 p.m. Field Inspectors are in from 7:00-8:00 a.m. and 2:30-3:30 p.m. Our telephone number is **(262)796-6646**. Please call if we may be of further assistance.