

New Home

Application Requirements

1. Two sets of plans - (one architecturally approved for homes constructed in subdivisions with an active committee). - **minimum ¼" scale is required for the plans**
2. One copy – wall bracing plan along with the UDC wall bracing compliance worksheet
3. Two staked out surveys - one of the surveys needs to indicate the soil erosion control method to be used, and one to indicate proposed **site grading** - USGS datum required on all surveys
4. One heat loss calculation sheet. – Furnace information must be included regarding the number of units & BTU outputs of each unit, and air conditioner information regarding the number & size of units.
5. **The Wisconsin Uniform Building Permit Application must be filed online @ <https://dspsapps.wi.gov/buildingpermit/application/Directions.aspx>**
6. The State of Wisconsin license number and/or UDC certification number must be provided for the plumbing, electrical, HVAC, and general construction contractors.
7. Proof of State required “Financial Responsibility Certification”.
8. A copy of State Sanitary Permit Application and Permit Card. (When property is serviced by an onsite sewerage system).
9. City of New Berlin erosion control application – completely filled out and signed by the property owner
10. If retaining walls are proposed, indicate location and height of wall(s) on survey/grading plan. Also, provide wall specific engineering / documentation.

NOTE: ALL FEES WILL BE ASSESSED AT TIME OF PERMIT ISSUANCE

Application Fee (to be paid when the permit is issued):

\$300 + \$165 Erosion Fee and \$500 Erosion Deposit* (Total Fee \$965). **Culvert Permit Fee** (for lots with ditches) \$150

**Erosion Deposit: is required and may be refunded by the Department of Community Development to the property owner at the time of the final erosion inspection. The signed erosion control application must be completed at time of permit application.*

Additional Fees (to be paid when the permit is issued):

Curb and Ditch Deposit: \$1,000 is required for all homes constructed on City Street frontage. The Engineering Department may refund \$1000 of this fee at the end of the building process if the ditch drainage area has not been disturbed or left in need of repair.

Technology Fee \$25.00, State seal \$65.00, Address #'s \$10.00, Occupancy \$55.00

Building Permit Fees: The building permit fees for new homes will be approximately \$800 to \$1500 based on the following. .37sqft including the garage and all finished spaces such as a rec-rooms, **PLUS** HVAC 53.00 per furnace up to 150,000 BTU 53.00 per AC unit up to 3 tons plus 2.00 per 100 sqft of finished space conditioned air, covered decks/porches included in sqft calculation of .37 sqft, uncovered deck 80.00 less than 100 sqft, 160.00 100 sqft or more. **All fees will be calculated by the City of New Berlin and the above listed are approximates only and may not be all inclusive.**

Building Impact Fees: \$470 (There are currently NO SEWER or WATER IMPACT / CONNECTION fees required).