



## DO I NEED A BUILDING PERMIT?

**Avoid fines when doing home improvements - remember to obtain building permits for your projects in advance of starting your project and allow proper time for applications to be processed. Permit applications are available at the Municipal Center or online at [www.mcfarland.wi.us](http://www.mcfarland.wi.us). A permit is not considered issued until approved and paid for.**

### Building Permits are required for:

An addition or change to the **exterior** of your home. Examples include:

- Re-roofing
- Re-siding
- Replacing window(s) and exterior doors
- Installing a fence
- Installing or altering the right-of-way portion of a driveway
- Installing a swimming pool, whirlpool or hot tub
- Building any accessory structure (garage , shed, chicken coop)
- Any type of electrical, heating or plumbing work
- Adding or altering a screened porch or deck

An addition or change to the **interior** of your home. Examples include:

- Hot tub or whirlpool installation
- Finishing an unfinished basement
- Bathroom or kitchen remodeling, changing of cabinets and/or any alteration
- Installation of wood stoves and fireplaces
- Replacement of a furnace or central air conditioner
- Replacement of water heaters and water softeners
- **Any** type of electrical, heating or plumbing work

### Building Permits are not required for:

- Installing storm windows and screens
- Making minor repairs
- Changing flooring, carpet, inlaid tile or wood
- Installing private sidewalks on your property
- Installing or resurfacing the portion of a driveway not in the right-of-way
- Replacing a front door, garage door – no carpentry
- Replacing an interior door / trim
- Patios: cement, rock, brick
- Stoop: cement

If you do not get a building permit when required, the Village can double the fees, stop work, and fine you for every day the work is not in compliance. Permits and subsequent inspections help protect you by ensuring that the work is "up-to-code" and safe.

During the construction of your project, on-site inspections will be conducted to check that approved materials are used and the work meets code requirements. Any work or materials that are not up to code will need to be corrected and re-inspected. Inspections guard the safety of the occupants and your property investment.

If you are unsure of whether your project requires a building permit, please call the Community Development Department at (608)838-3154 or stop by the Municipal Center, Monday – Friday, from 8:00 a.m. to 4:30 p.m.