



Permit Information for Owners of One- and Two-family Dwellings*

A GUIDE FOR HOMEOWNERS

- **Decks**
- **Porches**
- **Additions**
- **Alterations**
- **Other Construction**

*For residential buildings over two (2) units, the Commercial Building Code applies.

Department of City Inspections

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As a homeowner, you may be eligible to obtain permits and perform certain construction installations.

If you have limited or no experience in the construction or electrical fields, you may want to consider hiring a qualified professional if the project you wish to start is beyond the scope of your skill or knowledge. Lack of knowledge in such areas as codes, code requirements, spans, structural integrity, venting, cross connection, voltage and amperage limitations, etc., could very easily turn a simple project into a major problem; and, could cost you more to correct errors and violations than what you had originally budgeted for the project.

Keep in mind that a brief conversation or meeting with an inspector can give you insight into what kind of situations you may encounter when acting as your own contractor.

It is also important to remember that no work may commence until all of the appropriate permits are issued.

All one- and two-family dwellings are subject to specific zoning district design requirements. A copy of the requirements is included with the application packets for new one- and two-family dwellings and additions.

Recognizing that interior remodeling and renovation projects present some unique conditions not encountered during new construction, a set of standards has been specifically designed for these types of projects.

Copies of the “**Alteration and Remodeling Standards (One- and Two-family)**” are available on our website, or at the customer service counter.

1. As a homeowner, you may act as your own general contractor for structural projects such as:
 - Building a new home
 - Additions
 - Alterations
 - Remodeling
 - Decks
 - Porches
 - Garages

2. As a homeowner and occupant, if you have taken and passed the homeowner's electrical test, you may apply for an electrical permit; but, you are limited to performing minor electrical installations such as:
 - Adding a circuit or two for lighting or convenience outlets
 - Extending a circuit to provide power to a garage for lighting or convenience outlets

3. Permits and installations which require the services of a State of Wisconsin licensed contractor are:
 - Electrical service or panel work
 - Electrical, plumbing, and HVAC installations on a new one- or two- family home
 - Exterior sewer and water laterals

- Heating, ventilating, and air- conditioning installations
- Installation of gas piping
- Plumbing, including dishwashers & hot water heaters

4. The following inspections are mandatory by State Administrative Rules, and have the effect of law. Required inspections are as follows:

Erosion Control Inspections:

- After installation of erosion control methods and prior to excavation
- After installation of foundation and prior to commencing decking or framing
- Prior to final building inspection

Structural Inspections:

- Footings, postholes, slabs (prior to pouring)
- Foundation/drain tile (prior to backfilling)
- Basement floor (prior to pouring)
- Carpentry rough-in (prior to insulating)
- Insulation (prior to drywalling) (vapor barrier)
- Final/finished carpentry (prior to occupying)

HVAC Inspections:

- Rough-in (prior to drywalling)
- Final (prior to occupying)

Plumbing Inspections:

- Sewer and water connection (prior to covering)
- Rough-in, including testing (prior to insulation)
- Interior sewer, including testing (prior to covering)
- Final (prior to occupying)

Electrical Inspections:

- Service
- Rough-in (prior to insulation)
- Final (prior to occupying)

Occupancy Inspections:

Prior to occupancy approval:

- All violations to be corrected, reinspected, and approved
- Sidewalks and driveways to be installed
- Yard must be at finished grade and stabilized (seeded/sodded)
- Water meter installed
- Electric, plumbing, and heating installations inspected and approved

Who Can Do This Work?

Project	Home-owner	Con-tractor	Needs Permit	Type
Replace Furnace A/C	No	Yes	Yes	HVAC
Replace Water Heater	No	Yes	Yes	Plbg.
Replace Dishwasher	No	Yes	Yes	Plbg.
Roof Re-shingling	Yes	Yes	No	n/a
Roof – new plywood	Yes	Yes	Yes	Roof
Replace Kitchen Sink	Yes	Yes	No	n/a
Replace Bathrm Sink	Yes	Yes	No	n/a
Replace Toilet	Yes	Yes	No	n/a
Replace Ceiling Fan	No	Yes	No	n/a
Replace Light Fixture	No	Yes	No	n/a
Replace Light Switch	Yes	Yes	No	n/a
Replace Outlet	Yes	Yes	No	n/a
Replace Attic Fan	Yes	Yes	No	n/a
Replace Garbage Disp	Yes	Yes	No	n/a
Replace Countertops	Yes	Yes	No	n/a
Kitchen Alteration	Yes	Yes	Yes	Alt. +
Add Kitchen Sink	No	Yes	Yes	Plbg.
Add Bathroom Sink	No	Yes	Yes	Plbg.
Add Toilet	No	Yes	Yes	Plbg.
Add Ceiling Fan	No	Yes	Yes	Elect.
Add Light Fixture	No	Yes	Yes	Elect.
Add Light Switch	No	Yes	Yes	Elect.
Add Outlet	No	Yes	Yes	Elect.
Add Attic Fan	No	Yes	Yes	Elect.
Add Garbage Disposal	Yes	Yes	Yes	Elect.

Codes Referenced:

City of Kenosha *Code of General Ordinances:*
 Chapter 9 (Building Code)
 Chapter 33 (Erosion & Sediment Control)

Please call the Department of City Inspections at 262.653.4263 with any questions.