



TOWN OF RIB MOUNTAIN

Where Nature, Family & Sport Come Together

www.townofribmountain.org

3700 North Mountain Road
Wausau, Wisconsin 54401

(715) 842-0983

Fax(715) 848-0186

BUILDING PERMIT APPLICATION PROCEDURE

Building permit applications may be picked up at the Town Hall. Only complete applications will be reviewed for new home construction. Partially submitted applications, plans, or other data will be returned for completion. **Submission of the permit data is NOT an approval to start.** Anyone starting before actual permit issuance will be charged double fees, and possibly issued a citation.

Complete or provide the following data / procedures:

1. The local **“PERMIT APPLICATION for the Town of Rib Mountain”**. Submit this with a scaled plot plan showing the proposed location of the dwelling, and any other buildings, wells, disposal systems, and driveways on the property with respect to property lines.
2. Zoning occupancy bond per RMMC Sec. 17.229 (1% of the project cost / \$1,000 min).
3. A copy of your Marathon County Sanitary Permit or Rib Mountain Sanitary Permit.
4. A copy of any required County Land Use, shoreland, wetland, or floodplain permits (any site within 300 feet of a river or 1,000 feet of a lake or pond).
5. Driveway permit application.
6. State of Wisconsin standard “Building Permit Application”.
7. State UDC Approved Energy Worksheets and inspection sheets (REScheck)
8. UDC Makeup and Combustion Air worksheet
9. Soil & Erosion Control Worksheets / Plan.
10. Water System Calculations and plan for all projects above elevation 1,250’.
11. An electrical plan, circuit listing, and load calculations.
12. Two (2) complete sets of plans, specifications, and other details, including:
 - a. Floor plans which include: Room sizes; door sizes; window glass sizes. Structural features – size, species and grade of lumber or other structural descriptions of joists, beams, rafters, headers, studs, and columns. Strength, thickness, and reinforcement of concrete for footings, foundations, and any other concrete / masonry work. Stairs and hallways, including riser and tread dimensions, headroom, guardrails, and handrails. Plumbing fixtures. Heating, ventilating, and air conditioning equipment. Smoke & Carbon Monoxide detectors, attic accesses, and fire separations.
 - b. Elevations which show exterior materials, doors, windows, chimneys, grade, etc.
 - c. Cross-sectional drawing and details.
 - d. Wall Bracing Plans per Comm. 321.25(8)



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INSPECTION REQUIREMENTS FOR 1 & 2 FAMILY DWELLINGS

NOTICE is hereby given to the applicant for a one or two family dwelling building permit, that said applicant is required under Section 320.10 of the Wisconsin Uniform Dwelling Code to have inspections by the building inspector or deputy at certain times during the progressive construction. The building inspector shall perform the inspection. Construction shall not proceed beyond the point of inspection until the inspection has been completed or the 48 hours have lapsed. The following sequence of inspections shall be performed for the purpose of determining if the work complies with the requirements of the State Code.

SANITARY: Call Marathon Country for well and septic inspections (715-261-6020).
Call the Rib Mountain Sanitary District (715-359-6177) for sewer and water lateral inspections.

FOOTINGS: Confirmation of soil types, footing size, and drain tile. Erosion control inspections shall be performed concurrently. If rebar is used, provisions must be made to attach the electrical service ground.

FOUNDATION / ELECTRICAL SERVICE: The excavation shall be inspected after the placement of forms, shoring, and reinforcement, and prior to the placement of concrete. Below grade drain tiles, waterproofing, exterior insulation, foundation lintels, as well as any underground plumbing, shall be inspected prior to backfilling. Indoor electrical service equipment shall be covered and kept dry.

ROUGH INSPECTION: A rough inspection shall be performed for each inspection category listed below, after the work is completed, but before it is concealed. The applicant may request one rough inspection or individual rough inspections. A separate fee may be charged for each individual re-inspection.

- a. general construction;
- b. rough electrical;
- c. rough plumbing;
- d. rough heating, ventilating, and A. C.;
- e. insulation.

FINAL INSPECTION: The dwelling may not be occupied until a final inspection has been made which finds that no violations of the code exist that could be reasonably be expected to affect the health and safety of the occupants.

OCCUPANCY PERMITS: Failure to procure a Zoning Occupancy Permit prior to occupancy of the dwelling may cause forfeiture of penalties or the occupancy bond.

CALL THE TOWN HALL (715-842-0983) FOR INSPECTIONS 48 HOURS BEFORE PROCEEDING WITH CONSTRUCTION. HAVE YOUR PERMIT NUMBER AND PROPERTY ADDRESS READY FOR THE RECEPTIONIST.