



REMODELS & ADDITIONS

For one and two family dwellings

Almost all home additions and remodels will require a permit. This is to assure code compliance for current and future occupants. Any of the following may require a permit during an addition or remodel:

- 1) Any work that involves structural work
 - Moving walls or removing walls
- 2) Any work that increases the living space of your home
 - Finishing an attic or basement area
- 3) Electrical or Plumbing work
 - Permits are required for all major electrical and/or plumbing work included in your remodeling project. While using professionals is highly recommended, homeowners who occupy existing single family homes may do their own work with the proper permits. Due to the ever changing code requirements, it is recommended that you contact the appropriate inspector to discuss your specific installation prior to beginning any work.

Cosmetic or repair work such as re-roofing, re-siding, kitchen cabinet replacement, same size window replacements, etc. may not require a permit unless the work involves structural items, plumbing, or electrical work. It is always best to ask the Inspection Department prior to beginning any project to verify whether a permit is needed or not.

General Conditions

Exits

When creating a bedroom on either the second floor or in the basement, 2 exits are required from that floor level. These exits are achieved by either stairwells to specific areas or egress windows inside the bedrooms (see page 2 for egress window requirements). In any case all bedrooms must have 8% natural light and 3.5% natural ventilation based on floor area.

Smoke Detection

Home additions or major remodeling will most likely require the installation of additional smoke detectors. Current codes require a smoke detector in each bedroom, outside each bedroom area, and on each floor level. Detectors installed for new or remodeled areas need to be interconnected and dual powered (electrical with battery backup).

Insulating Basement Walls

Insulation may not be required but can be beneficial. If you plan to use foam board insulation on your walls, the foam insulation is required to be covered with at least ½ inch drywall for fire and health related issues. The State of Wisconsin prohibits installing a vapor barrier over insulation in below grade masonry wall applications because of possible moisture problems it could create.

Permit Fee

Please reference the City of Neenah Inspections website for a complete fee list.

Items Required For Permit Application Submittal

Remodels

- Before and after floor plans showing sq. ft. of altered areas, room descriptions and location of electrical panel
- Header calculation sheets for any added headers

Additions (all information required for remodels plus the below information)

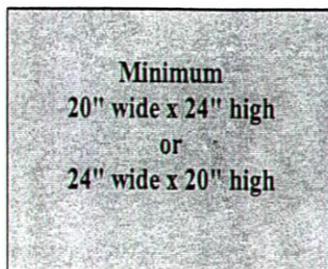
- Site plan showing distances off lot lines, distances off any other buildings on the property
- Building plans (including elevations)

BEWARE OF UNDERGROUND UTILITY WIRES

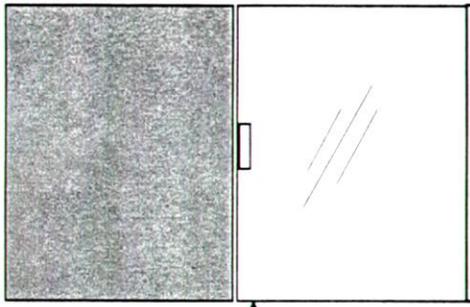
Please remember that there may be underground electric, phone, or cable T.V. wires buried on your property generally in 5' or 6' wide easements on your side and rear lot lines. Please call the Digger's Hotline before you do any digging on your property. **DIGGERS HOTLINE: (800) 242-8511**

This information is only a general guide to help you plan a building project. While we have made an attempt to answer the questions most often asked of this department, your situation may not be included. Please feel free to call or stop in the office with any questions you may have. Inspector's office hours are from approximately 7:30-9:30am, 12:00-1:30pm, and 3:00-3:45pm Monday thru Friday.

Egress Window Dimensions



SLIDER

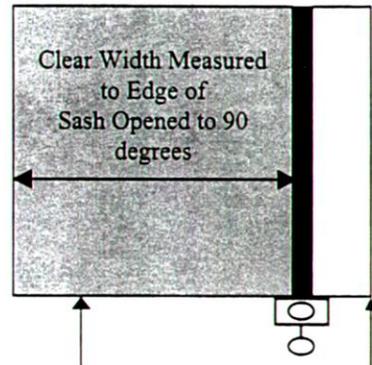


MAX 46" IF NO
STEPS OR
PLATFORM

DOUBLE HUNG



CASEMENT



Clear Width Measured
to Edge of
Sash Opened to 90
degrees

MAX 60"
WITH STEP
OR
PLATFORM

UP TO 46"

Permanent
Step(s) or Platform -
Min. 9" Depth

MAX 24"