



Commercial/Industrial

CITY OF RHINELANDER

COMMERCIAL/INDUSTRIAL BUILDING PERMIT APPLICATION CHECKLIST

___ Plans – 1 set of complete plans

(to include building floor plans before & after any alterations, to include ingress/egress locations).

- Foundation plans Floor plans (including door and window sizes and header information)
- Cross Section –showing all materials used Elevations Tall Wall and Wall bracing marked
- State Approve Plans – copy must include approval letter and must be stamped. Header size and span

___ Knox Box Application – As required, Municipal Code 5.07.06(04)

- Contacted Fire Chief (Rhinelanders Fire Department 715-365-5400)

___ Site Plan/Survey – must show accurate property lines; all structures, decks, sheds, ingress & egress, etc., clearly noted. All items must comply with City of Rhinelanders zoning regulations.

___ Erosion Control Plan – showing location of dirt piles during excavation and what will be used to control erosion (vegetation, silt fence, hay bales, tracking pad, etc.)

___ Backflow Preventor – As required, Municipal Code 3.07.16 (4)(j)

Except as provided below, all sewer service laterals for new connections shall have a backflow prevention valve installed at the owner's expense. These exceptions do not apply to services located in a floodplain.

1. The service elevation is at or above the curb elevation (over lateral).
2. The service is equipped with a sewage ejection (lift) pump.

___ Permit Applications that pertain to project:

- Commercial Building Electrical Plumbing Heating Fence Occupancy
- ROW Street Opening Move Raze Early Start Sign Demolition

___ List of all subcontractors: Names, Addresses, Phone and Fax Numbers, and required State Certification Numbers.

- Commercial Builder/General Contractor Excavator Mason Landscaper HVAC Contractor
- Electrician Plumbing Firm Demolition Contractor Mover Other: _____

___ ALL Permits filled out in their entirety; they will be returned for completion, which will delay your project.

___ Signature of Applicant.

(PLEASE POST AT YOUR PERMIT COUNTER)



Industry Services Division
11/9/2017

Before Issuing that Permit...

Failure to comply with the following requirements may cause hazardous conditions, additional correction costs, legal action against the owner, delays, increased plan review fees, insurance or mortgage difficulties, etc.:

A. State statutes require any building that uses a private sewage system to have a sanitary permit for such a system before any local permit is issued.

B. Wisconsin law generally requires that commercial or multi-family buildings being built, added to or altered receive state plan review approval under the State Commercial Building Code (Chs. SPS 361-366) prior to construction or any local permit issuance.

A commercial building is one that the public or employees use or that has three or more residential units. For such buildings, look for a state plan review approval letter, permission to start letter or project registration letter from the Division of Industry Services before issuing a local permit. *Alternatively, the state has delegated limited plan approval authority to certain municipalities.*

The following are exempt from the State Commercial Building Code and would not require state plan approval (see ss. SPS 361.02 & 361.03):

1. One & two family dwellings – if your municipality does not inspect them, then refer owners to the county or state – see our website under "Uniform Dwelling Code Program" for referral information
2. Home-based occupation located in 1 & 2 family dwellings – this is limited to 25% of the habitable floor area, one non-family employee and no vehicle repair or fireworks.
3. The following uses serving 8 or fewer clients in a one or two family dwelling: community-based residential facilities (CBRF), daycares, foster homes, group homes.
4. Temporary buildings used only for construction purposes and not used as living quarters.
5. Farming operations, including sales of farm products raised there (public horse boarding stables & riding arenas are not exempt)
6. Federally-owned buildings
7. Buildings on Indian reservations
8. Bed & breakfast inns – If built prior to 1990, is the owner's residence and has 8 or less rental rooms

The following are exceptions to this plan approval requirement, but still require the owner to comply with the State Commercial Building Code (see ss. SPS 361.03 & 361.30):

1. Except for residential, educational and hazardous occupancies, those commercial buildings of less than 25,000 total cubic feet volume (volume includes basements, crawl spaces and attics).
2. Freestanding antennas, tents, outdoor theater screens, exterior bleachers of 5 rows or less, water tanks/towers, display signs, observation towers, docks, piers, wharves and other similar structures.
3. Temporary uses that have been approved by the local fire or building code official.
4. Repairs or replacements

You may e-mail questions to DpsSbBuildingTech@wisconsin.gov.

CITY OF RHINELANDER

COMMERCIAL/INDUSTRIAL Permit Application

(New and Additions/Alterations)



This is an application ONLY and is NOT an authorization to start construction. This application will be reviewed by the Building Inspector, and if approved, a building permit will be issued.

****Applicant must file with the Inspection Department a complete set of plans showing: site plan, building elevations and framing details. Drawings are to become the property of the City of Rhinelander.

Property Address: _____ Parcel #: RH _____ Zoned: _____

Property Use: Commercial Industrial Community Building Rental Multi-Family

OWNER INFORMATION: Email: _____

Name: _____ Phone: _____

Address: _____

WI State ID Information				Setbacks			
Trans ID #	Site ID #	Customer ID #	Expire Date	Front (ft)	Rear (ft)	Side Left (ft)	Side Right (ft)
Project Total (sq ft)			Bldg Height:			Project Cost:	

Permits Need For Project Completion: Construction HVAC Electrical Plumbing Erosion Control Other: _____

Description of Work (provide additional pages if needed)

CONTRACTOR INFORMATION: Owner is General Contractor

Contractor Bus. Name: _____ Phone: _____

Address: _____

Email: _____ Contact Name: _____

Architect/Engineer Information: Name: _____ Phone: _____

Address: _____

Email: _____

Foundation Contractor: Name: _____ Phone: _____

Address: _____

Email: _____

HVAC Contractor: Name: _____ Phone: _____

Address: _____

Email: _____ HVAC Contractor # _____ Exp: _____

Electrical Contractor: Name: _____ Phone: _____

Address: _____

Email: _____ Electrical Contractor # _____ Exp: _____

Master Electrician: Name: _____ Phone: _____

Address: _____

Email: _____ Master Elections # _____ Exp: _____

Plumbing Contractor: Name: _____ Phone: _____

Address: _____

Email: _____ Plumbing Contractor # _____ Exp: _____

Master Plumber: Name: _____ Phone: _____

Address: _____

Email: _____ Master Plumber # _____ Exp: _____

Excavation Contractor: Name: _____ Phone: _____

Address: _____

Email: _____ Master Plumber # _____ Exp: _____

Separate applications are required for any and all subcontractor's work being performed.

I certify that the information provided on this form is complete and accurate and agree to comply with all applicable codes and ordinances of the City of Rhinelander and State of Wisconsin and any conditions attached hereto. It is further agreed that we hereby absolve and release the City of Rhinelander, its agents, from liability, if through the owner or his agent, an error is made in determining the property lines. It is further agreed that the City of Rhinelander, its agent or agents, have no responsibility as to the determination of the properties lines. Permits are required per Municipal Code 5.02.02.

I have read the Cautionary Statement.

Signature: _____ Date: _____

Building Owner Business Owner Contractor Other _____

Fees:		Permits Issued:		Permit Issued by:	
Plan Review:		<input checked="" type="checkbox"/>	Construction	Name:	Tom Waydick
Inspection:		<input type="checkbox"/>	HVAC	Cert #:	830229
Occupancy:		<input type="checkbox"/>	Electrical	Date:	
Other:		<input type="checkbox"/>	Plumbing	Signature:	
Total:		<input type="checkbox"/>	Erosion Control		

FAILURE TO OBTAIN A PERMIT BEFORE WORK HAS STARTED WILL RESULT IN A TRIPLE FEE PERMIT!

City of Rhinelander Fire/Inspection Department, 128 West Frederick Street, Rhinelander, WI. 54501
715-365-8606 * Email: theresa@rhinelanderfd.com * www.rhinelandercityhall.org

CITY OF RHINELANDER

Fire/Inspection Department

Cautionary Statement to Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Cautionary Statement to Contractors for Projects Involving Building Built Before 1978

If this project is in a dwelling or child-occupied facility, built before 1978, and disturbs 6 sq. ft. or more of paint per room, 20 sq. ft. or more of exterior paint, or involves windows, then the requirements of ch. DHS 163 requiring Lead-Safe Renovation Training and Certification apply. Call (608)261-6876 or go to the Wisconsin Department of Health Services' lead homepage for details of how to be in compliance

Wetlands Notice to Permit Applicants

You are responsible for complying with state and federal laws concerning the construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law or other penalties or costs. For more information, visit the Department of Natural Resources wetlands identification web page or contact a Department of Natural Resources service center.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature: _____ Date: _____

Contractor Credential Requirements

All contractors shall possess an appropriate contractor credential issued by the Wisconsin Division of Industry Services. Contractors are also required to only subcontract with contractors that hold the appropriate contractor credentials.

**RHINELANDER WASTEWATER UTILITY
COMMERCIAL/INDUSTRIAL WASTEWATER DISCHARGE PROGRAM**

Please return completed form to:

Rhineland Wastewater Utility
City Hall
135 S. Stevens Street
Rhineland, WI 54501

Date: _____

1. Company Name: _____

Mailing Address: _____

Address of Premises: _____

Contact Person: _____

Title: _____

Telephone Number: _____

2. Standard Industrial Classification Code(s): _____

3. Number of Employees: _____

4. Description of manufacturing, business or service activity on premises: _____

5. Are any wastes other than wastewater of human origin being discharge to the sanitary sewer system, that is, cooling, clean-up, process waste, etc?

YES

NO

If "YES," then describe the waste being discharged to the sanitary sewer system.



***Caring hands
of public health.***

Oneida County Health Department

**Courthouse
P. O. Box 400, 1 S. Oneida Ave.
Rhineland, WI 54501
Telephone (715)369-6111
Fax (715) 369-6112**

***Linda Conlon, RN, BAN, MPH
Director***

***Ann Ovsak, BSN, RN
Assistant Director***

Memorandum

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Dear Permit Applicant:

Since January 2006, the Oneida County Health Department is an agent for the Wisconsin Department of Health Services for the inspection of food and other types of licensed establishments. We are asking the City of Rhineland's cooperation in communicating to contractors and permit applicants some requirements of the health department.

Permit applicants extensively remodeling existing buildings or constructing new facilities that will house one of the licensed businesses listed below, must obtain a permit from the Oneida County Health Department before opening for business. Applicants should also contact the health department prior to construction for consultation about requirements that may affect issuance of the permit. Such licensed businesses are:

1. Restaurants
2. Bed and breakfasts
3. Cottages, cabins and tourist rooming houses
4. Hotels and motels
5. Campgrounds
6. Recreational campgrounds
7. Tattoo and body piercing establishments
8. Public recreational water facilities including pools, whirlpools, and therapy pools

The contact information for the city of Rhineland is:

Contact information: *Jody McKinney*, Registered Sanitarian
Oneida County Health Department
1 S. Oneida Ave
Rhineland, WI 54501
Office: (715) 369-6226
Fax: (715) 369-6112
Cell: (715) 493-0534
E-mail: jmckinney@co.oneida.wi.us

***Oneida County Health Department will promote and protect the health of
Oneida County by providing leadership, education and services.***

Oneida County Health Department Township Assignments

March 2011

Eastern Oneida County Townships

Crescent
Enterprise
Monico
Newbold
Pelican
Piehl
Pine Lake
Schoepke
Stella
Sugar Camp
Three Lakes

Contact information: Jody McKinney, Registered Sanitarian
Oneida County Health Department
1 S. Oneida Ave
Rhineland, WI 54501
Office: (715) 369-6226
Fax: (715) 369-6112
Cell: (715) 493-0534
E-mail: jmckinney@co.oneida.wi.us

Western Oneida County Townships

Cassian
Hazlehurst
Lake Tomahawk
Little Rice
Lynne
Minocqua
Nokomis
Woodruff
Woodboro

Contact information: Todd Troskey, Registered Sanitarian
Oneida County Health Department
1 S. Oneida Ave
Rhineland, WI 54501
Office: (715) 369-6223
Fax: (715) 369-6112
Cell: (715) 493-0535
E-mail: ttroskey@co.oneida.wi.us

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