


 **Village of Ashwaubenon**
2155 Holmgren Way, Ashwaubenon, WI 54304
 (920) 492-2309
 build@ashwaubenon.gov
 www.ashwaubenon.gov

Accessory Structure Permit (Residential)

Fee: \$40 for structure up to 864ft²; \$100 for larger

General Requirements:

1. Setbacks:
 - a. Home with attached garage: 6 feet to side yard, 6 feet to rear yard
 - b. Home without attached garage: 4 feet to side yard, 6 feet to rear yard
2. Maximum size of accessory structure:
 - a. Lot size less than 15,000ft²: 576ft²
 - b. Lot size of 15,000ft² – 25,000ft²: 768ft²
 - c. Lot size greater than 25,000ft²: 936ft²
3. Accessory structure larger than 576ft² shall be reviewed by the Site Plan Review Committee
4. Height cannot exceed 15 feet
5. Accessory structure must be located in the rear yard, corner lots have 2 front yards
6. Applicable Village Ordinance: [Section 17-6-400](#)

Permit Requirements:

The following must be provided to obtain a building permit for an accessory structure:

1. Site plan showing the location of the structure on the property in relation to the property lines and any other structures on site.
2. Completed accessory permit application
3. Signed waiver form if not hiring a Wisconsin licensed contractor

Required Inspections:

1. Rough Electrical → if applicable, when electrical is roughed in prior to covering
2. Final → when accessory structure is complete

Please email completed application and plans to build@ashwaubenon.gov



Village of Ashwaubenon
 2155 Holmgren Way, Ashwaubenon, WI 54304
 (920) 492-2309
 build@ashwaubenon.gov
 www.ashwaubenon.gov

Accessory Structure Permit Application (Residential)

PROJECT SITE INFORMATION	
Address:	Total Cost of Project:
City, State, Zip:	
Building Area:	
Building Height:	Parcel ID # :
OWNER INFORMATION	
Name:	Telephone:
Address:	Email:
City, State, Zip:	
CONTRACTOR INFORMATION	
Name:	Telephone:
Address:	Email:
City, State, Zip:	

Do you own and occupy the above listed property? Yes No

Current Land Use: Single Family Two-Family Multi-Family Commercial

Will the building have electrical power? Yes No

Corner Lot?: Yes No

The undersigned contractor/owner/owner's agent hereby applies for a permit to do the work herein described, according to the plans and specifications herewith filed, and hereby agrees that such work will be done in accordance with the said description, plans, and specifications and in compliance with building ordinances and other ordinances of the Village of Ashwaubenon and the State Building Codes of Wisconsin.

 Contractor/Owner/Owner's Agent Signature Date

For office use only Accessory Building Permit Fee: \$40

 Building Inspector Signature Date Approved

PERMIT VALID FOR ONE YEAR FROM APPROVAL DATE

_____ Date of Payment	_____ Permit Number	_____ Receipt Number
--------------------------	------------------------	-------------------------



Village of Ashwaubenon
 2155 Holmgren Way, Ashwaubenon, WI 54304
 (920) 492-2309
 build@ashwaubenon.gov
 www.ashwaubenon.gov

Notice to Permit Applicants

Cautionary Statement to Owners Obtaining Building Permits

101.65(Ir) of 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 of 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 Buildings Built Prior to 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 visit the DHS website at dhs.wisconsin.gov/lead for details of how to be in compliance.

Wetlands Notice to Permit Applicants

Per 61.352(2) Wis. Stats:

You are responsible for complying with state and federal laws concerning 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 the Department of Natural Resources Service Center.

Website: <https://dnr.wisconsin.gov/topic/Wetlands/identification.html>

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

Signature below indicates receipt and acknowledgement of the contents of this document.

Project/Property Address	Parcel ID Number
Applicant/Owner Name (printed)	
Applicant/Owner Signature	Date