

## How to Use Fillable Permit Applications

1. Enter all requested information on the Permit Application form.
2. **Electrical, HVAC, and Plumbing Permits:** Print the form and mail with the permit fee indicated. Once processed, your permit can be returned to you either by e-mail or by regular mail. If you would like your permit returned by e-mail, be sure to provide your e-mail address.

**Building, Driveway, Fireplace and Sign Permits:** Print the form and submit with the required plans/information for your project. We will call you when your permit is processed and let you know the fee. Your permit can be picked up, and the fee paid, at our office.

PERMIT # \_\_\_\_\_

KEY NO. \_\_\_\_\_

VILLAGE OF SUSSEX  
WAUKESHA COUNTY  
WISCONSIN

APPLICATION FOR FIREPLACE/STOVE PERMIT

Owner's Name	Mailing Address	Telephone
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Contractor's Name	Mailing Address	Telephone
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Project Location	Subdivision Name	Lot	Block
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Description of Installation

<input type="checkbox"/> Install	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Solid Fuel	Make _____
<input type="checkbox"/> Replace	<input type="checkbox"/> Wood Stove	<input type="checkbox"/> Gas	Model _____
<input type="checkbox"/> Repair	<input type="checkbox"/> Chimney	<input type="checkbox"/> Electric	Listing _____

Estimated Cost of Above Work \$ \_\_\_\_\_

The applicant agrees to comply with the Village of Sussex Municipal Code and the Wisconsin Uniform Dwelling Code and with the conditions of this permit; understands that the issuance of the permit creates no legal liability, express or implied, on the Department or Municipality; and certifies that all the above information is accurate.

SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

CONDITIONS OF APPROVAL. This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.  
INSTALL PER MANUFACTURER'S SPECS. DRAFT & FIRE STOP PER ILHR 20-25.  
SECURE INSULATION AWAY FROM UNIT, SECURE IN SPACE. HEARTH TO HAVE PROPER PROTECTION FROM COMBUSTIBLE SURFACE - SEE MANUFACTURER'S SPECS FOR PROPER MATERIAL.

FEES	PERMIT ISSUED BY:
_____	_____
_____	_____

Total \$ \_\_\_\_\_

A final inspection (is) (is not) required. Arrange for an inspection to be performed upon immediate completion of work.