

# La Crosse Fire Department

### Division of Community Risk Management

inspection@cityoflacrosse.org 608-789-7530

http://www.cityoflacrosse.org/your-government/departments/fire-department



#### PARKING LOT

#### Do I need a building permit?

Yes.

#### **Data Requirements:**

- Completed and signed Application for Building Permit
- Two (2) sets of plans: A set includes a top or "plan view" looking down on your project and a side or "cutaway" view showing your proposed method of construction.
- Two (2) copies of a survey or accurate land drawing showing your existing structure and location of proposed parking lot.

If you would like to submit the application electronically, please upload the forms and email them to inspection@cityoflacrosse.org

#### How long does it take to get my permit?

Permits are reviewed on a first come, first serve basis. Inspectors are allowed 10 business days to complete. They may take longer depending on circumstances. For an additional cost you can EXPEDITE your application, moving it to the forefront.

#### How much does a permit cost?

Building Permit Fees can be found on the City website at this link: https://www.cityoflacrosse.org/fire/fees/buildings

#### How close to my lot line can I build my parking lot?

The edge of the parking lot must stay at least 2 feet from the lot lines in the rear yard.

The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law. The back edge of the City sidewalk is usually located on a property line.

Be sure to call Digger's Hotline prior to digging. The number is 1-800-242-8511.



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V	FIRE	DEPT.	

Application Number:		Date:	Parcel Nun	Parcel Number:		
OWNER INFORMA	ATION					
Name:						
Address of Above: Street		City	State		Zip Code	
Phone:		Cell:	Fax:	Email:		
CONTRACTOR IN	FORMATION					
Name:						
Address of Above: Street		City State			Zip Code	
Phone:		Cell:	Fax:	Email:		
PROJECT INFORM	IATION					
Project Address:						
Construction Cost: \$ Project Type: Building Addition Sign Alteration/Remodel Demolition		Description of Work: If Demolition, include intended use of land after	demolition			
Architect/Engineer Name:		Architect/Engineer Phone:	Level of Alteration	Level of Alteration (per IEBC):		
PROPERTY INFOR	RMATION					
Zoning:		Nbr. Dwelling Units:	Flood Plain Yes No	Fire Limits  Yes No	Archaeological District:  Yes No	
Building Construction Type: Occupancy Type						
FEE INFORMATIO	ON					
Copies:	Plan Review:	Permit:	Record Mtce:	Other:	Total:	
erect, alter, move, ra that the work thereo construct, erect, alte	ze, or install and the occupancy of a l on will be done in accordance with the r, move, raze or install and occupy in	owner, owner's agent or servant, and the City of building adding or property as above described e descriptions set forth in this statement, and a strict compliance with the ordinances of the C ting to the construction, alteration, repairs, ren	l, to be issued and granted by Fire Prevent is more fully described in the specification city of La Crosse, and to obey any and all I	tion and Building Safety of the s and plans herewith filed and awful orders of Fire Prevent	ne City of La Crosse, d it is further agreed to ion and Building Safety	
Agent/Contractor:	(Print)	(Si <sub>i</sub>	gn)	(Date) (W	T Cred/Qual)	
Owner:	(Print)	(Sig	gn)	(Date)		
OFFICE USE ONLY Application Approved:			Inspector:		Date:	

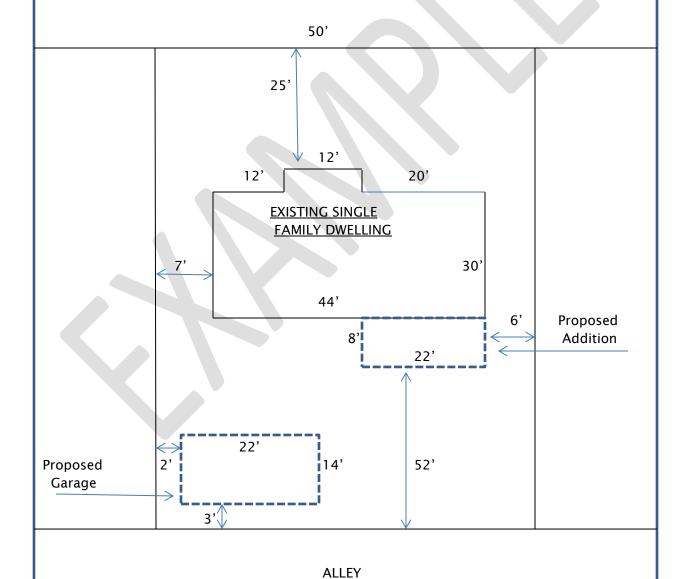
## **EXAMPLE PLOT PLAN**

# COMMUNITY RISK MANAGEMENT CITY OF LA CROSSE

www.cityoflacrosse.org

This sample plot plan has been designed to assist you in preparing a similar plot plan of your own premises, when necessary to obtain a building permit, or when required by the Board of Zoning and Appeals, Board of Housing Appeals, or Board of Building Appeals. Plot plans for larger buildings shall go into more detail.

#### **MAIN STREET**



**NOTE: DRAWING IS NOT TO SCALE**