



THE CITY OF
WATERTOWN

BUILDING SAFETY & ZONING

106 JONES STREET
WATERTOWN WI 53094
920-262-4060
www.ci.watertown.wi.us

CALL FOR INSPECTIONS

Inspections need to be called into this Office at **920-262-4060**, at least 48 hours ahead of schedule, by either the homeowner or contractor. Below is a list of inspections required for typical projects, any specific questions can be directed to the inspectors at the above phone number.

Important Notice

***Electrical & plumbing work requires separate permits and are not included in the Building Permit.**

**** Locate your property stakes before starting your project. If you can not locate, please contact a land surveyor for assistance. ****

Contact Diggers Hotline 800-242-8511 before digging

Be sure to check for any deed restrictions / subdivision covenants before starting work.

Check for any easements that would be on your property. These easements will require a minimum setback from the easement.

1. Remodeling, door headers, and windows
 - A. Rough framing, rough ***electrical** and rough ***plumbing**
 - B. Insulation and vapor barrier; proper vents. Before drywall.
 - C. Final inspection on building, plumbing and electrical; when project is complete
2. Decks
 - A. Post hole depth (48") and set backs. This inspection is of the hole only, no posts or concrete/gravel *should be in the hole at this time.*
 - B. Final inspection; when deck is completed
3. Utility Shed
 - A. Setbacks and final inspection; when shed is set into place and complete.
4. Detached garage
 - A. Setbacks and forms. **Inspection is required BEFORE concrete is poured.**
 - B. If any, ***plumbing** or ***electrical** rough
 - C. A copy of the roof trusses should be provided to this office when received.
 - D. Final inspection; when garage is completed
5. Additions
 - A. Footings - when formed up; setbacks. **Required BEFORE concrete is poured.**
 - B. If drain tile exists, an exterior/interior drain tile and stone inspection
 - C. Rough framing, rough ***electrical** and rough ***plumbing**
 - D. Insulation and vapor barriers; proper vents
 - E. Final inspection on building, plumbing and electrical; when project is complete