

ORDINANCE # 2025-03
BUILDING PERMIT REQUIREMENTS
TOWN OF PLEASANT VALLEY

WHEREAS, the Town Board of the Town of Pleasant Valley, St. Croix County, Wisconsin, has authority under Wis. Stat. §101.12 to exercise jurisdiction over the construction and inspection of new dwellings consistent with Chap. 101; and

WHEREAS, the Town Board of the Town of Pleasant Valley, St. Croix County, Wisconsin, finds it necessary to establish its present requirements to obtain building/construction permits; and

NOW THEREFORE, the Town Board of the Town of Pleasant Valley, St. Croix County, Wisconsin, does hereby ordain as follows:

SECTION 1. REQUIRED BUILDING PERMITS. A building permit is required for all new construction (homes, barns, sheds, garages, etc.), additions to existing building (including room, deck, porch, etc.), alterations to existing building (including finishing basement, bathroom, remodel, etc.), repair of existing building, razing existing building, moving existing building, and solar, fence, and sign installations.

SECTION 2. WISCONSIN UNIFORM DWELLING CODE. Buildings and other construction must conform to the Wisconsin Uniform Dwelling Code (UDC) in effect at the time of construction.

SECTION 3. APPROVAL OF TOWN BOARD PRIOR TO CONSTRUCTION.

(A) Prior to construction of a new building, whether the first building on the parcel or a subsequent building, the Town Board must grant an Authorization for Building Inspector to Issue Building Permit.

(B) The application for the Authorization for Building Inspector to Issue Building Permit shall be filed with the Town Clerk and accompanied by a schematic diagram showing the location of the building on the parcel with setbacks from the road and property lines, with adjacent buildings marked, and shall include an attestation that the building complies with the applicable dwelling unit density ratio set forth in Sec. 5 D(3) of the Subdivision Ordinance of the Town of Pleasant Valley, No. 2005-01.

(C) The Town Board shall review the application prior to approval.

(D) There is no fee for the Authorization for Building Inspector to Issue Building Permit.

SECTION 4. COUNTY PERMITS. Any permit(s) required by St. Croix County must accompany the application for a driveway permit and/or building permit.

SECTION 5. REQUIREMENT OF PERMIT. If any of the required building permit(s) is not obtained prior to commencement of construction or installation, the building permit fees shall be doubled.

SECTION 6. DRIVEWAY PERMIT. Prior to any excavation or construction on the property, or use of an access route to the property that may traverse a ditch, a driveway permit must be obtained from the Town Board and a driveway installed as per the Town's Driveway Ordinance.

SECTION 7. BUILDING PERMIT FEE SCHEDULE. Fees for permits shall be based on the value of the work to be done. This value will be based on current costs of construction (materials and labor) as determined by the Building Inspector. The Permit Fee Schedule may be amended from time to time by Resolution of the Town Board.

SECTION 8. REVOCATION OF ANY PRECEDING ORDINANCE OR RESOLUTION. This Ordinance hereby revokes and supersedes any prior Resolutions or Ordinances adopted by the Town Board relating to the subject matter herein.

SECTION 9. EFFECTIVE DATE. This Ordinance shall become effective following publication and/or posting in the manner set forth in Wis. Stat. §60.80.

Adopted this 14 day of October, 2025.

TOWN OF PLEASANT VALLEY

By: Tom Zwald
Tom Zwald, Town Chair

By: Curtis Dunn
Curtis Dunn, Supervisor

By: Dylan McHenry
Dylan McHenry, Supervisor

Attest: Mara DeBoe
Mara DeBoe, Town Clerk

ORDINANCE CERTIFICATION

I, Mara DeBoe, being the Town Clerk of the Town of Pleasant Valley, St. Croix County, Wisconsin, hereby certify that on October 14, 2025, Ordinance No. 2025-03, was duly enacted by the Town of Pleasant Valley, St. Croix County, Wisconsin, and entered into the Town of Pleasant Valley record books.

This Ordinance was posted on the Town website (townpleasantvalley.com) and at the Town Hall, 1630 30th Ave, Hammond, on October 16, 2025.

Dated this 16th day of October, 2025


Mara DeBoe, Town Clerk

TOWN OF PLEASANT VALLEY
application for
AUTHORIZATION FOR BUILDING INSPECTOR TO ISSUE BUILDING PERMIT
per Ordinance 2025-03

Date: _____

Applicant name: _____

Address: _____

Phone: _____

Address for building permit: _____

Parcel number for building permit: _____

Include or attach a sketch of the proposed construction, including location of the construction on the parcel with set-backs from the road and property lines, with adjacent buildings marked.

If the proposed construction is a residence, Applicant hereby attests that the proposed construction conforms to the Town's applicable dwelling unit density ratio in Ordinance 2005-01.

Applicant's signature: _____

Submit to Pleasant Valley Town Board (no fee required)

TO BE COMPLETED BY THE PLEASANT VALLEY TOWN BOARD

Town Board approval on this _____ day of _____, 20____.

Chairman _____

Supervisor _____ Supervisor _____

This Authorization is NOT a building permit, but an approval of the project by the Town Board prior to contacting the Town's building inspector for a permit.