



City of Milton New Construction Permit Application

The following information is needed a minimum of two weeks prior to permits being issued and construction being started. If this is not filled out completely, there may be a delay in your construction schedule.

Property Description	
Address	Parcel #
Subdivision Name	Lot # Block #
Lot Size (Sq Ft)	Basement (Sq Ft)
1st Floor (Sq Ft)	2 nd Floor (Sq Ft)
Garage (Sq Ft)	Deck (Sq Ft)

Owner Information	
Name	Phone
Address	
Email	

Contractor Information	
Dwelling Contractor-Construction	
Name	Phone
Address	
Credential #	Exp. Email
Dwelling Construction Qualifier (Owner, CEO, COB, or Employee of Dwelling Contractor)	
Name	Phone
Address	
Credential #	Exp. Email
Electrical Master Electrician	
Name	Phone
Address	
Credential #	Exp. Email
Electrical Contractor	



CITY OF **M** MILTON
 a community since 1838

Name		Phone
Address		
Credential #	Exp.	Email
HVAC Contractor		
Name		Phone
Address		
Credential #	Exp.	Email
Plumbing Contractor		
Name		Phone
Address		
Credential #	Exp.	Email
Excavation Contractor		
Name		Phone
Address		
Credential #	Exp.	Email
Concrete Contractor		
Name		Phone
Address		
Credential #	Exp.	Email
Erosion (Landscape or any other sub)		
Name		Phone
Address		
Credential #	Exp.	Email



Submittals	✓
One set of plans (retained by the city) showing	
All Elevations	
All floor plans including basement and deck	
Plot Plan showing dimensions to property lines and driveway size and location (width at street and dimensions from side property lines).	
Erosion Control Plan including soil pile site, non-track pad, fencing locations, existing vegetation, etc.)	
Electrical Layout Service Size _____amp. (Underground/Overhead) (Circle one) Show all openings (lights, switches, outlets) and service location.	
Plumbing Layout (all fixtures including basement, floor drains, and fixture rough-ins).	
Construction Plans showing window sizes, wall sections, deck size-location-setbacks)	
Energy Worksheet, Res Check, etc. Heat Loss Calc _____	

Miscellaneous	
Cost estimate without lot \$	Dishwasher (yes/no)
Furnace Size	Furnace Type
Air Con Size	Air Con Type
Stove (gas/electric)	Dryer (gas/electric)
Hot Water Heater (gas/electric)	Water Softener (yes/no)
Garbage Disposal (yes/no)	Sump (yes/no)
Laundry Tubs (yes/no & location)	Fans (Qty and Location)
Fireplace (yes/no) (type)	

Do you want an Early Start Permit (\$40.00)? (yes/no) _____ Allows construction to start during the two weeks it may take to issue permits. Issued upon approval of the Plot Plan and Erosion Control Plan.



City of Milton New Construction Inspection Schedule

Call 608-868-6914 to Schedule Inspections

Footing/Setbacks/Poured Floors	After formed and before it is poured Dug 12" Diam 4' Deep before the concrete is poured
Deck Holes	
Lateral	When test is on and bedding is on site
Underfloor Plumbing Rough	When test is on and bedding is on site
Electric Service	When installed
Foundation Insulation	Before Backfill
Construction Rough	Before Insulation
Electric Rough	Before Insulation
HVAC Rough	Before Insulation
Plumbing Rough	Before Insulation
Insulation/Vapor Barrier	Before Drywall/Siding
Final	Before moving anyone or anything in