

**Village of Sherwood**  
 "Gateway to High Cliff State Park"  
 W482 Clifton Road  
 P.O. Box 279  
 Sherwood, WI 54169

Phone: 920-989-1589  
 email: clerk-treasurer@sherwoodwi.gov

**1 & 2 FAMILY BUILDING PERMIT  
 APPLICATION CHECKLIST**

THE FOLLOWING FORMS MUST BE TOTALLY COMPLETED AND RETURNED TO THE VILLAGE OFFICE BEFORE THEY WILL BE CONSIDERED AS SUBMITTED AND SENT TO THE BUILDING INSPECTOR FOR CONSIDERATION:

APPLICATIONS:

- Wisconsin Uniform Building Permit Application (All contractor information required)
- Energy Audit Worksheet
- 2 Complete sets of plans (Must be no larger than 11x17)
- 2 Site plans (Showing Erosion Control) **(\*Include width of driveway apron in feet)**
- Erosion Control Application
- Driveway/Culvert Application (\*Must be completed with or without Culvert)
- Land Use Permit
- FEES:** All Payments are due upon submittal. Make payable to the "Village of Sherwood"

**BUILDING INSPECTOR:**  
**NAME:** Paul Hermes  
**MOBILE:** (920) 858-0102

Building Permit Fee Breakdown:

<b>SINGLE FAMILY</b>			
		NO CULVERT	WITH CULVERT
<b>SEPARATE CHECK</b>	Total Fees (incl. \$750 Site or Culvert Performance Bond*)	\$ 2,529.00	\$ 3,704.00
<b>SEPARATE CHECK</b>	Impact Fees: (incl. Water; Sewer; Parks & Rec.*)	\$ 5,657.55	\$ 5,657.55
	<b>TOTAL =</b>	<b>\$ 8,186.55</b>	<b>\$ 9,436.55</b>

  

<u><b>DUPLEX &gt; 2,500 Total Square Feet or More</b></u>	
<b>Duplex w/ Culvert - shared drive/one culvert = \$17,291</b> Incl. \$1,000 Culvert Performance Bond* & \$11,315.10 Impact Fee - <b>Separate Check</b>	<b>*APPLICANT RESPONSIBILITY:</b>  Request Performance Bond refund within 2yrs of building permit issuance. Send written, faxed or e-mail request to the Village Clerk-Treasurer c/o: clerk-treasurer@sherwoodwi.gov
<b>Duplex w/ Culvert - two drives/two culverts = \$18,291</b> Incl. [2] \$1,000 Culvert Performance Bond * & \$11,315.10 Impact Fee - <b>Separate Check</b>	
<b>Duplex w/ out Culvert - shared drive = \$15,541</b> Incl. \$1,000 Site Performance Bond* & \$11,315.10 Impact Fee - <b>Separate Check</b>	
<b>Duplex w/ out Culvert - two drives = \$16,541</b> Incl. [2] \$1,000 Site Performance Bond* & \$11,315.10 Impact Fee - <b>Separate Check</b>	

OTHER:

- Are the Sewer and Water lines accessible to the lot?
- Have you determined if your Curb Stop (water connection) is in conflict with your driveway?

PLEASE CONTACT THE VILLAGE BUILDING INSPECTOR, PAUL HERMES, 48 HOURS IN ADVANCE FOR ALL BUILDING AND SEWER LATERAL INSPECTIONS. NO CONSIDERATION FOR REVIEW OF THE PLANS WILL BE GIVEN UNTIL ALL OF THE ABOVE ARE SUBMITTED IN ONE COMPLETE PACKAGE.

Updated: 12/31/2024