

City of Port Washington  
Department of Building Inspection



100 West Grand Avenue  
Port Washington, Wisconsin 53074  
262-284-2600 Fax 262-2847669



Building Permit Application  
**Sprinkler Permit**  
New, Additions, Alterations, Repairs, Etc.

Job Location (identify exact address)			Zoning	Permit #
Owner's Name	Phone Number	Contact's Name		Phone Number
Owner's Address	City	State	Zip Code	
Contractor's Name	Phone Number	Contact's Name		Phone Number
Contractor's Address	City	State	Zip Code	
Designer's Name	Phone Number	Contact's Name		Phone Number
Designer's Address	City	State	Zip Code	
New <input type="checkbox"/> Alteration <input type="checkbox"/>	Sq. Ft. of Sprinklered Area	Building Classification	Occupancy Type	Eliminated Cost Of Work
Description of work and/or additional information <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>				
Department Notes <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>				
Permit Issued By _____			Date _____	<b>Total Fees</b> _____
Submittal Fee _____			Review Fee _____	
I warrant that the above information accurately describes the property and proposed work to be performed on it. I agree to comply with all City of Port Washington and Wisconsin code, applicable to the building and work stated above. I understand that if I falsify information or misinform, I may be subject to penalties prescribed in the City of Port Washington and Wisconsin.				
Applicant's Signature _____				Date _____

**DO NOT FAX COMPLETED PERMIT APPLICATION**

If returning application by mail, include 3 copies. If a copy of issued permit is needed include a stamped addressed envelope or fax number.



CITY OF PORT WASHINGTON | DEPARTMENT OF INSPECTIONS & ZONING ADMINISTRATION  
Gary Peterson, Director of Inspection & Zoning Administration

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## Sprinkler Plan Submittal

When applying for Sprinkler Plan review, please submit three (3) sets of plans directly to:

Malek & Associates  
3560 S Iowa Ave.  
St Francis WI 53235  
414-483-0100

After review and approval, all three (3) sets of stamped plans will be returned to you. Upon receiving your approved plans back, make corrections and submit;

two (2) sets of stamped plans & 2 sets of revised plans,  
a sprinkler application form and  
a check for the permit fee plus plan review fee.

\*\*The permit fee is \$60 plus the plan review fee from Malek & Associates. Call the Building Inspection Department for the total dollar amount before submitting the plans and permit.

Please make check payable to City of Port Washington and mail to:

City of Port Washington  
Inspection Department  
100 W. Grand Ave  
Port Washington WI 53074

Phone 262-268-4277  
Fax 262-284-7669

e-mail address: [gpeterson@portwashingtonwi.gov](mailto:gpeterson@portwashingtonwi.gov)

If you have any questions regarding submittals, please contact me at the above number.

Thank you.