



Renewing a building permit

809 N. Broadway/1st floor/Milwaukee, WI 53202-3617/414-286-8211

City ordinances set a time limit for building permits. Permits for work on buildings of 100,000 s.f. or less expire two years from the date the permit was issued. Permits for buildings larger than 100,000 s.f. expire three years from the date the permit was issued.

Permits expire whether or not work is in progress.

If you are notified that your building permit has expired, or if you expect that work will continue beyond the two or three-year limit, you may ask to have a permit renewed. A renewal of a permit allows you to continue work under the terms of the building code that was issued at the time the original permit was granted. Permits may be renewed for up to two years. No further renewals are allowed.

To renew a building permit, fill out a new permit application; on the application, write the word "renew" and the number of the original permit you wish to renew. Enclose the permit fee (see "quick facts") and supporting materials as follows:

- If a registered architect or engineer oversees your project, provide a written statement from the design professional indicating the dollar value of the work that remains to be completed under the original permit.

- If no architect or engineer is involved, submit a statement from the building owner or contractor indicating the dollar value of the work that remains to be completed under the original permit. A field inspector will be asked to verify the progress of construction.

The fee for renewal of a permit is 1% of the cost of the remaining construction work. The minimum fee is \$50 for one/two family dwellings & accessory structures, \$80 for all other structures.

If a renewal permit expires, you must apply for a new permit, and complete remaining work under the terms of the building code in effect when the new permit is granted.

Permits that are revoked for reasons other than expiration of the permit may not be renewed.

Quick Facts:

Submit permit renewal application, fees, and supporting materials to:

Milwaukee Development Center
809 N. Broadway, 1st floor
Milwaukee, WI 53202-3617

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