

Duff Leaver Inspections  
**N3405 Orchard Rd**  
**Antigo, WI 54409**

Office hours: 8:30 AM To 4:30 PM Monday thru Friday

SCHEDULED INSPECTIONS: MONDAY THRU FRIDAY

**A. ITEMS NEEDED FOR PERMIT:**

1. COPIES OF ZONING, SANITATION, DRIVEWAY AND ANY OTHER PERMITS THAT ARE REQUIRED BY THE COUNTY AND OR TOWNSHIPS.
2. ONE COPY OF BUILDING PLANS; ONE COPY FOR ADDITIONS [floor plan, elevations, & cross wall section] Wall bracing details [Wall bracing compliance worksheet can be obtained at dsps.wi.gov] Tall wall design plan for walls over 12 ft. , Slab foundation & pier plan for manufactured homes.
3. RESH CHECK [heat loss calculation] WITH CHECK LIST [ not needed if heating with solid fuel source only or if project is an addition less than 50% of existing structure].
4. COMPLETED PERMIT APPLICATION
5. EROSION CONTROL PLAN [use plot plan and show streams, slopes, roads & dirt piles; draw in erosion control devices, silt fences.straw bales, etc.]
6. PERMIT FEE [checks are made out to: **[Duff Leaver Inspections ]**
7. CONSTRUCTION DEPOSIT AGREEMENT & W-9 FORM

**Begin construction after plans are approved and building permit is Issue**

**B. Inspection Schedule: Call for inspections of each construction phase after the work is completed. Inspections will be scheduled within 2 business days of notification.**

1. FOOTER FOUNDATION, TAR, TILE, and INSULATION AND ELECTRICAL METER: inspected prior to back filling.
2. GROUND PLUMBING: **pressure test is required**, before basement & garage floor is poured.
3. ROUGH INSPECTION [before installation of insulation]
  - a. General construction
  - b. Electrical
    1. Meter [If not done during foundation inspection]
    2. Interior wiring
  - c. Rough Plumbing: **pressure test is required on above ground plumbing**
  - d. Rough heating, ventilating and air conditioning
4. INSULATION [before sheet - rocking]
5. FINAL 5 days notice. **important: Final inspection is required before occupancy. \$1000.00 a day fine assessed for unauthorized occupancy \$45.00 assessed for re-inspections**