



## TOWN OF GENEVA WISCONSIN

# New Residential Construction Information

- Obtain zoning permit from Walworth County
- Complete state form online:  
<https://verification.dps.wi.gov/buildingpermit/application/Directions.aspx>
- Complete Storm Water evaluation with Town. Turn in the following documents to the Clerk's Office:
  - Copy of zoning permit from county
  - Cost Recovery form (see [townofgenevawi.com](http://townofgenevawi.com))
  - Provide copy of Site Plan with grading
    - Refer to Grading and Drainage Plan Review checklist on Cost Recovery form.
    - Plans provided electronically via email to our office have a faster turn-around time
    - Plans provided in hard copy will take 3 days longer due to mailing documents to engineer
  - \$900 cash or check made out to Town of Geneva
- Contact Building Inspection department
  - Office Hours: Mondays 10:00-11:30 at the Town Hall
  - By phone contact Joe Mesler 262-215-3711.
- Complete Wisconsin Uniform Building Permit Application (process proceeds upon Storm Water approval)

Clerk/Treasurer: Debra Kirch, [treasurer@townofgenevawi.com](mailto:treasurer@townofgenevawi.com), 262-248-8497

Deputy Clerk: Ellen Lamping, [clerk@townofgenevawi.com](mailto:clerk@townofgenevawi.com), 262-248-3723

Building Inspector: Joe Mesler, 262-215-3711