

## COVID-19 2021 Building Inspection Division Policy

Because of the increased risk of contracting coronavirus (COVID-19) in a large-group setting of more than 10 people, and following the recommendations of the [CDC](#) and the [Wisconsin Department of Health Services](#), we are taking the following actions: This will be in effect until further notice. All non-essential services will be suspended within the Village of Little Chute in response to the community spread and impact of COVID-19.

1. No inspections or re-inspections for Annual Liquor License in taverns and businesses that hold liquor license, until further notice.
2. No Inspections on Property Maintenance complaints to interior dwellings, unless it is an emergency. Photos/videos will be acceptable and provide a written statement until further notice. All exterior complaints will be inspected.
3. No interior inspections regarding tenant/landlord complaints until further notice, unless it is an emergency. Photos/videos will be acceptable and provide a written statement. All exterior complaints will be inspected.
4. No public/commercial building interior alteration inspections where the occupancy is greater than 10 people, until further notice.
5. No Inspections to the interior at this time for assisted living, adult family, CBRF's, elderly housing buildings.
6. All inspections will be performed to one- and two-family dwellings and additions, new commercial buildings and additions as normal.
7. All exterior alterations, fences, decks, sheds, accessory structures, pools and anything outside of the dwelling or building will be inspected as normal.

### Obtaining Building Permits:

1. All permit applications may be obtained from the Village of Little Chute website in the **Community Development Division** home page, navigate to **Inspections / permits**, obtain and complete the applicable permit application. Email permits to [Buildinginspector@littlechutewi.org](mailto:Buildinginspector@littlechutewi.org) or mail to 108 W. Main St. Little Chute, WI 54140
2. All applications shall be provided with plans and specifications as required for each facet of the permitted project. Please navigate to **Community Development** for information regarding the specific project to ascertain what is required for review and permitting or contact my office at 920-423-3871.
3. Send in the required fee for smaller projects that have a flat fee such as: accessory buildings, fences, decks, pergolas and wrecking permits. Mail to Village of Little Chute Building Inspection Division: 108 W. Main Street Little Chute, WI 54140.
4. All other permits will be reviewed, processed and staff will contact you with the fee amount where you can mail in the check (Checks made out to the Village of Little Chute). **Village of Little Chute is unable to process credit card payments.**