

Department of Planning and Development

Building and Inspections

inspection@cityoflacrosse.org 608-789-7530

ANTENNA

Do I need a building permit?

Yes.

Data Requirements:

- Completed and signed Application for Building Permit
- Two (2) sets of plans: A set includes a top or "plan view" looking down on your project, a side or "cutaway" view showing your proposed method of construction, and engineering showing the building/tower is capable of handling new antenna.

A wireless communication facility shall conform to Wisconsin State Statute 66.0404 and Municipal code chapter 115, Article VII, Division 2.

[If you would like to submit the permit application electronically, please upload the forms and email them to inspection@cityoflacrosse.org](mailto:inspection@cityoflacrosse.org)

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How long does it take to get my permit?

Permits are reviewed on a first come, first serve basis. Inspectors are allowed 10 business days to complete. They may take longer depending on circumstances. For an additional cost you can EXPEDITE your application, moving it to the forefront.

How much does a permit cost?

Building Permit Fees can be found on the City website at [Appendix C - FEE SCHEDULE | Code of Ordinances | La Crosse, WI | Municode Library](#)

When must I call for building inspections?

Inspections are required:

- When the project is complete

Frequently encountered issues:

Following is a list of frequent problems or errors we encounter:

- No permit
- No final inspection

The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law. The back edge of the City sidewalk is usually located on a property

Be sure to call Digger's Hotline prior to digging. The number is 1-800-242-8511.

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APPLICATION FOR *ELECTRICAL* PERMIT

Application Number: _____ Date: _____ Parcel Number: _____

OWNER INFORMATION			
Name:			
Address of Above: Street	City	State	Zip Code
Phone:	Cell:	Fax:	Email:
CONTRACTOR INFORMATION			
Name:			
Address of Above: Street	City	State	Zip Code
Phone:	Cell:	Fax:	Email:

PROJECT INFORMATION		
Project Address:		
Construction Cost: \$	Job Description:	
Construction Type: <input type="checkbox"/> Low Voltage <input type="checkbox"/> Fire Alarm	**If checking the Fire Alarm box, an additional Fire Alarm System permit application is required**	
Service Size:	Temporary Service:	Fire Alarm Components:

SCHEDULED INSPECTIONS			FEES			
Service:	Rough:	Final:	Permit:	Fire Alarm:	Records:	Total:
			\$	\$	\$	\$

IT IS HEREBY AGREED between the applicant, as owner, owner's agent or servant, and the City of La Crosse that for and in consideration for the premises and of the permit to construct, erect, alter, move, raze, or install and the occupancy of a building adding or property as above described, to be issued and granted by Fire Prevention and Building Safety of the City of La Crosse, that the work thereon will be done in accordance with the descriptions set forth in this statement, and as more fully described in the specifications and plans herewith filed and it is further agreed to construct, erect, alter, move, raze or install and occupy in strict compliance with the ordinances of the City of La Crosse, and to obey any and all lawful orders of Fire Prevention and Building Safety of the City of La Crosse and State of Wisconsin laws relating to the construction, alteration, repairs, removal and safety buildings and other structures and permanent building equipment.

Contractor: _____ (Print) _____ (Sign) _____ (Date) (WI Cred/Qual)

Master Electrician: _____ (Print) _____ (Sign) _____ (Date) (WI Cred/Qual)

(Master Electrician is not required for Low Voltage installation)

OFFICE USE ONLY		
Application Approved:	Inspector:	Date:

Airport Overlay Zoning District Land Use Checklist

CONTACT INFORMATION

Applicant Information

Name _____

Contact _____

Address _____

City/State/Zip _____

Phone _____

Fax _____

Engineer/Architect Information

Name _____

Contact _____

Address _____

City/State/Zip _____

Phone _____

Fax _____

STRUCTURE INFORMATION

Type of Construction

_____ New Construction _____ Permanent Ground Elevation _____ (NAVD88*)

_____ Alteration _____ Temporary Height of Structure + _____ (AGL)

Top Elevation = _____ (NAVD88)

*NAVD88 = North American Vertical Datum 1988.

Description and Use of Structure (dimensions, type of construction, purpose, etc):



SITE INFORMATION

Site Address _____	Township _____
City/State/Zip _____	Section _____
Nearest Road Intersection _____	Latitude _____
	Longitude _____

DRAWING INFORMATION

Request will not be considered without an engineered drawing/plan set which illustrates the following:

_____ Drawing Identification (file name or #) and Date	_____ Engineers Seal
_____ Scale	_____ Contact Information
_____ Site Map	_____ Profile View of Structure

REMARKS

IDENTIFY CURRENT AND POTENTIAL COMPATIBILITY CONCERNS

There are several primary areas of interest that need to be considered during the site planning and permitting process. The following checklist includes criteria which need to be evaluated when new development is proposed and will be used to determine whether or not a permit should be issued. This checklist should be used as a guide by a property owner as they develop a site plan.

Airport Overlay Zoning District Land Use Checklist

Elevation

Ground Elevation at the Site _____ (NAVD88)

Height of Structure _____ (AGL)

Top Elevation _____ (NAVD88)

Allowable Elevation Per the Height Limitations Zoning Map.

If the site is within the “Permit Required” hatched area, list “Permit Required” instead of a height. _____ (NAVD88)

* If the top elevation exceeds the allowable elevation by more than 10 feet, a permit will NOT be issued.

* Has a 7460-1 form been submitted (Yes/No), and if so, has a response been received (Yes/No)? If so, attach the FAA letter of determination received. **If a determination of hazard has been received from the FAA, a permit will not be issued.** **If a determination of no-hazard with a lighting recommendation has been received from the FAA, a requirement to include the lighting will be issued with the permit**

Location

YES NO

Is the proposed use near an extended runway centerline?

If YES, can the structure be relocated on the parcel, away from the centerline?

If YES, structure should be relocated
If NO, please explain why not.

Is the proposed use compliant with allowed land uses authorized in the land use compatibility chart?

Property Owner Comments (How will you address these mitigation measures?):

Staff Comments:

Noise Sensitivity

YES NO

Since the 65 DNL noise contour does not leave Airport property, could a perceived noise issue develop due to aircraft overflight or proximity to the Airport?

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If YES:

The structure should be insulated to reduce noise impacts

The structure should be shifted on the site, away from aircraft operations/overflight to achieve minimized impacts

Property Owner Comments (How will you address these mitigation measures?):

Staff Comments:

Visual Obstructions

YES NO

Could the land use produce upward light emissions?

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If YES:

All lighting fixtures should be down shielded

The number of light fixtures should be reduced, while providing adequate illumination

Light fixtures should be configured in a non-linear pattern, or be aligned differently from the Airport runways

Does the proposed land use include reflective building materials which could create produce a glare or reflection?

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If YES, the materials should be changed to those of a non-reflective quality

Does the proposed land use include development/installation of solar panels?

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If YES, the Solar Glare Hazard Analysis Tool (SGHAT) should be used to determine ocular impact. Attach SGHAT report findings. A solar study should also be completed if determined appropriate by airport staff.

Does the proposed land use involve emissions of smoke, steam, or dust?

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If YES:

The land use should be changed to reduce or limit smoke, steam, or dust emissions

The land use should be shifted so that prevailing winds carry smoke, steam, or dust away from the Airport

Property Owner Comments (How will you address these mitigation measures?):

Staff Comments:

Wildlife and Bird Attractants

YES NO

Could the land use attract or create a habitat for wildlife?

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If YES:

Vegetative species should be spaced to minimize sources of food, water, and shelter

Compatible vegetation species be should used (see list in the La Crosse Regional Airport Land Use Plan)

Standing water bodies must be able to drain within 48 hours. If they can't be designed to accomplish this, methods to deter wildlife such as grid wires, plantings at the edge, etc. shall be utilized to deter wildlife.

Waste disposal areas should maintained to minimize sources of food and opportunities for loafing and roosting

Property Owner Comments (How will you address these mitigation measures?):

Staff Comments:

Concentrations of People

YES NO

Could the land use hold a high concentration of people?

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If YES, an evacuation plan should be developed to facilitate the evacuation of the structure.

Property Owner Comments (How will you address these mitigation measures?):

Staff Comments:

CERTIFICATION

I hereby certify that all statements on this application are true and correct, and I acknowledge that I have reviewed the land use criteria upon which my permit will be based on.

Owner/representative understands the permit applies only to the final elevation of the structure and all temporary construction activity is subject to the provisions of 14 CFR Part 77 – Safe, Efficient Use, and Preservation of Navigable Airspace.

Signature of Property Owner _____ Date _____

Name and Title of Person Filing the Notice _____

Phone of Person Filing Notice _____

OFFICIAL USE ONLY

Site Location _____ Zone A _____ Zone B1 _____ Zone B2
 _____ Zone B3 _____ Zone C _____ Zone D

Municipal Location* _____ City of La Crosse _____ City of Onalaska _____ Town of Onalaska
 _____ Village of Holmen _____ Town of Campbell _____ Town of Medary
 _____ City of La Crescent _____ Town of La Crescent _____ Town of Dresbach

Land Use Compatibility Chart Confirmation _____ Permitted _____ Permit Required _____ Not Permitted

Permit Mitigating Actions Required _____

IF “YES” WAS SELECTED FOR ANY QUESTION ON THIS CHECKLIST, THE USE IS DESIGNATED AS A PERMIT REQUIRED OR NOT PERMITTED USE, OR A PERMIT IS REQUIRED FOR HEIGHT, A COPY OF THIS CHECKLIST MUST BE SUBMITTED TO THE AIRPORT FOR CONCURRENCE PRIOR TO PERMIT ISSUANCE

Final Inspection If a use is taller than 35 feet after construction or if the height of the use falls within 20 feet (or penetrates) the allowable height per the Height Limitations Zoning Map, a finished elevation of the use must be provided by the applicant.

Does this use require a finished elevation? Yes _____ No _____
 If yes, what is the confirmed final elevation? _____ (NAVD88)

AIRPORT CONCURRENCE REVIEW

Recommend Permit Issuance _____ Yes _____ No

If No – Reason Provided _____ Elevation _____ Location _____ Noise _____ Visual
 _____ Wildlife _____ Concentration of People _____ Not a Permitted Use

Comments _____

If Yes – Permit Requirements _____ Yes _____ No

Requirements _____

