



## Remodel Only Checklist

*\*Applies if proposed project is not altering existing footprint.*

*Approval process is 14-30 days based on the scope of the proposed project.*

### Complete the following forms & provide hardcopies:

Available at [erintownship.com](http://erintownship.com) → Forms:

- **Building Inspection:** Complete separate form for each applicable trade

### Additionally, provide hardcopies of the following documents:

- **Building:** detailed plans with specifications & building materials
  - Three (11"x17") copies
  - Email a PDF version to: [inspector@erintownship.com](mailto:inspector@erintownship.com)

### Cash or Check Payment:

- Fees are payable prior to issuance of permit.
  - Checks payable to: Town of Erin.
  - Review fees online: [erintownship.com](http://erintownship.com) → Documents → Fee-schedule

### Offices and Hours

#### Zoning Office

Tuesday & Thursday 9am-3pm  
(262) 673-3682  
[zoning@erintownship.com](mailto:zoning@erintownship.com)

#### Washington County

Parks and Planning  
(262) 335-4445  
[landres@washcowisco.gov](mailto:landres@washcowisco.gov)

#### Building Inspector

Monday 8-9am & Tuesday Noon-1pm  
(262) 673-3682  
[inspector@erintownship.com](mailto:inspector@erintownship.com)