



Inspector's Office Hours:
8:00am to 4:30pm
Inspections by Appointment Only

Village of Somers
P.O. Box 197
7511-12th Street
Somers, WI 53171
Ph.: (262) 859-2822
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Permit #:

Date of Application:

Addition to Permit #:

RE-OCCUPANCY Application Handout

RE-OCCUPANCY APPLICATION FEE AND OCCUPANCY PERMIT FEE

1. Request for re-occupancy must have the following information or cannot be accepted:

- a) The required Kenosha County Permits
- b) Site plans (two (2) copies required)
- c) Floor plans (two (2) copies required)
- d) Any other information which is available

2. Action:

- a) The Site and Floor Plans are routed to the Inspection and Fire Departments for plan review.
- b) A field investigation is undertaken
- c) Analysis of history of the site, departmental comments/requirements and field investigation is completed.
- d) A Conditional Use Permit (C.U.P.) will be issued from the Village of Somers, Board if the plans meet the code requirements and there are no outstanding concerns. The applicant is required to apply for an Occupancy Permit through the Building Inspection Department within thirty (30) days from the date of the C.U.P. permit was issued.
- e) If concerns or questions re found from the review of the plans, a letter is sent to the agent outlining the concerns that have to be met.
- f) The Plan Commission will make a recommendation to table, deny, or approve the application with modifications and/or concerns.