



Hailstorm and Building Permit FAQs

April 2025 Community Development Department

There's a hole in my roof. Do I need to wait for a permit to fix it?

Emergency repairs to property can be made as needed, particularly for roof work, broken glass, or other structural issues affecting health or safety.

Do I need a permit to replace siding, windows, or my roof?

In general, if more than half of the exterior material is getting replaced, or if the work exceeds \$1,000, a building permit is required. For most exterior improvements to residential buildings that do not require an inspection per the Uniform Dwelling Code, a building permit is just \$50. More extensive repairs may require an inspection and be subject to fees as determined by the building inspector.

Where can I get a building permit? How can I pay?

Permits are available at City Hall or on the city website at evansvillewi.gov/buildingpermits

Payment can be made with cash or card in person, or by check. All checks should be made to the City of Evansville. We cannot accept payment online or over the phone.

How long does it take to get a building permit?

3-10 days. Processing times are subject to change and are dependent on the amount of permits to be processed at time you turn in yours. We will make every effort to keep to the time frames above. To ensure timely processing of your permit please complete and attach all necessary information.

My home is in a Historic District. Do I need to wait until the next Historic Preservation Commission meeting for approval?

Properties in the Historic District will still be held to the same standards as usual for repairs and replacement of materials.

If the proposed repairs are replacing what was there with the exact same material (i.e. asphalt shingles getting replace with asphalt shingles), then the Community Development Director can approve the permit without waiting until the next Historic Preservation Commission meeting. Any repairs where building materials are changed will require approval from the Historic Preservation Commission.

My contractor wants to leave a sign in my yard. How long can I keep it up?

Per the sign code, contractor signs are only allowed to stay up only during construction/when the work is being done.

Make sure the sign is in your yard, and not between the curb and sidewalk.

For any other questions you may have...

Please contact the Community Development Department at (608) 490-3100 or (608) 882-2263.