Plan Review

All building plans are required to be submitted to the City Building Inspection Division for review prior to building.

When a building permit is requested, an occupancy application form is provided as well. This form is to be completed and returned to the building department. After receiving the occupancy application form, a fire inspection will be conducted. A certificate of occupancy is required prior to occupying the building. Contact Ryan Armson to set up an appointment.

For more information, please contact: Inspector Ryan Armson 119 West Pleasant Street Portage, WI 53901 (608) 742-2172 ext. 117 ryan.armson@portagewi.gov