

Forest County Zoning
200 E. Madison, Courthouse
Crandon, WI 54520
Phone: 715-478-3893
Fax: 715-478-4010
E-Mail: fczone@co.forest.wi.us
Web: www.co.forest.wi.gov

PERMIT APPLICATION INSTRUCTIONS

1ST PAGE:

Fill in the property owner's name and mailing address, (this is not the property address). The agent information is the contractor information.

Property Information: This information is found on your tax form. This office can help you with the zoning district. Please use the 12-digit parcel ID number.

If you do not have a property address or fire number, you will need to apply for one.

Project Information: This section is for your project. If you are building a house then a shed use project 2 for the shed. The estimated market value is the value of the project after completion. You will need to figure the labor into this even if you are doing the labor yourself.

2nd Page:

This page is for you to draw out the layout of your lot including all structures. This would be a bird's eye view of your property. Please fill out the box at the bottom with all applicable numbers.

3rd Page:

This page is for a cross section (side view) of the project. We are mostly looking at the height on this drawing, so you will need to show the contour of the land in reference to the building.

4th and 5th Page:

Answer or initial all questions on these two pages; read the applicant certification and sign and date before sending into the office at the address listed above. Please send a check for the appropriate fees along with the application. **If you are NOT in the shoreland area, you do not need to fill out the impervious surface worksheet at the end of this application.**

PLEASE CALL THE OFFICE WITH ANY QUESTIONS. WE ARE HAPPY TO HELP.

REMEMBER TO STAKE OUT THE PROJECT PRIOR TO SENDING PERMIT IN. ALSO, FLAG THE PROPERTY LINES. THE PERMIT WILL NOT BE ISSUED IF THIS IS NOT DONE. PLEASE ALLOW UP TO 2 WEEKS FOR THE PROPERTY INSPECTION AND PERMIT ISSUANCE.

FOREST COUNTY LAND USE APPLICATION

Forest County Zoning Dept.
200 E. Madison St.
Crandon, WI 54520
Phone: (715)478-3893
E-Mail: fczone@co.forest.wi.us
Web: www.co.forest.wi.gov

OFFICE USE ONLY

PERMIT # _____

PROPERTY OWNER INFORMATION (PLEASE PRINT)

OWNER'S NAME: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

AGENT INFORMATION (PLEASE PRINT)

AGENT'S NAME: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

E-MAIL: _____

PROPERTY INFORMATION

ZONING DISTRICT: _____ TOWNSHIP: _____

TAX PARCEL NUMBER: _____

_____ 1/4 _____ 1/4, SECTION _____, TOWNSHIP _____ N, RANGE _____ E

PROPERTY ADDRESS: _____

PROJECT INFORMATION: PROJECT 1

WHAT ARE YOU BUILDING? _____

ESTIMATED MARKET VALUE: _____

NUMBER OF STORIES: _____

STRUCTURE DIMENSIONS:

LENGTH _____ WIDTH _____ HEIGHT _____

TOTAL SQUARE FOOTAGE OF FOOT PRINT: _____

TOTAL SQUARE FOOTAGE OF SECOND STORY OR LOFT

: _____

TOTAL FEE FOR PROJECT 1:

TOTAL SQ. FT. _____ X 0.20=\$ _____
(If this fee is less than \$50.00 the cost is \$50.00 minimum)

NO REFUNDS!

PROJECT INFORMATION: PROJECT 2

WHAT ARE YOU BUILDING? _____

ESTIMATED MARKET VALUE: _____

NUMBER OF STORIES: _____

STRUCTURE DIMENSIONS:

LENGTH _____ WIDTH _____ HEIGHT _____

TOTAL SQUARE FOOTAGE OF FOOT PRINT: _____

TOTAL SQUARE FOOTAGE OF INTERIOR FLOORS EXCLUDING
BASEMENT: _____

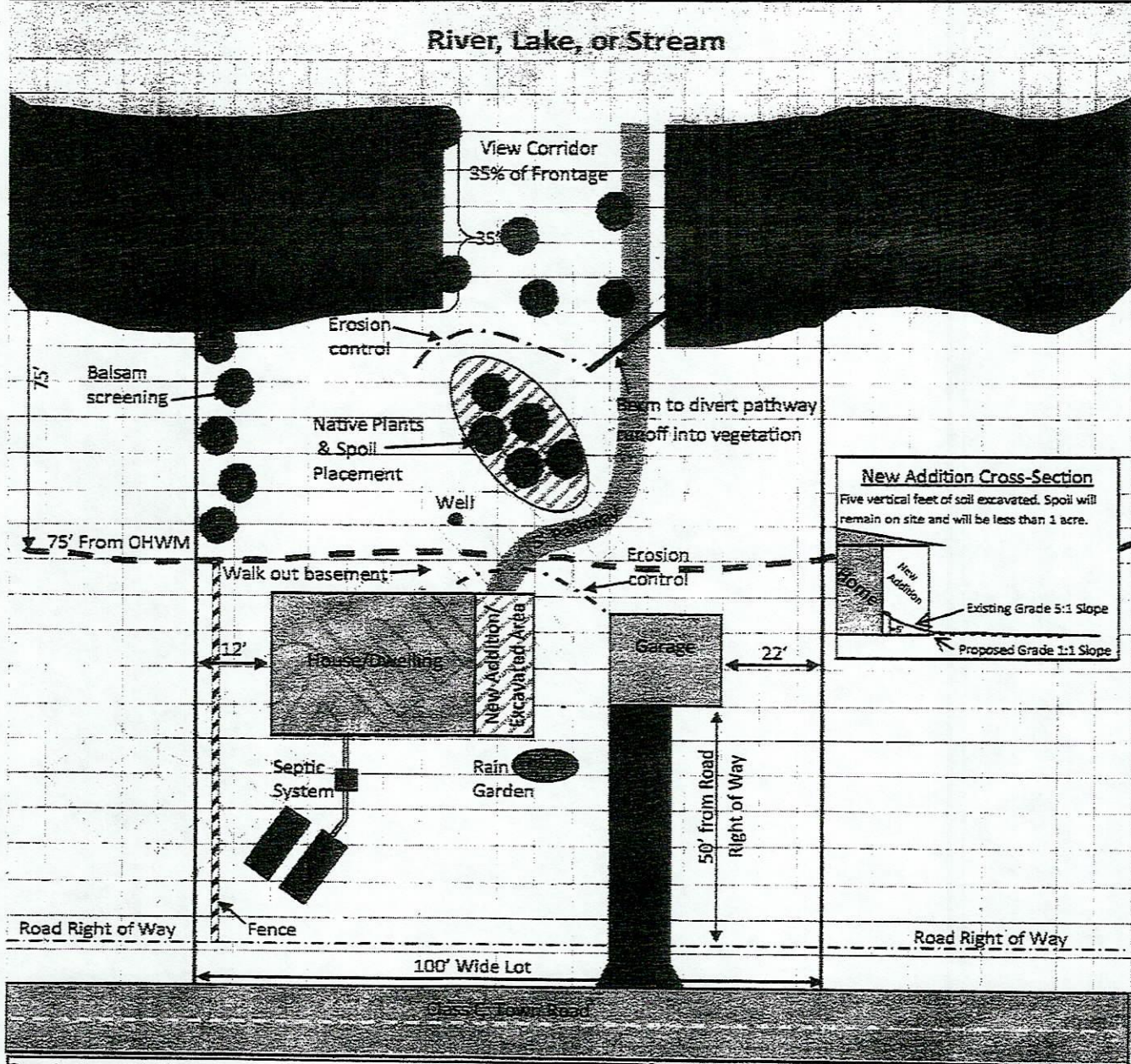
TOTAL FEE FOR PROJECT 2:

TOTAL SQ. FT. ON INTERIOR _____ X 0.20 =\$ _____

NO REFUNDS.

Example SITE PLAN

Permit #:	Date: 6/15/16	Notes/Comments:
Pin #: 012-3456-789-1011		<div style="display: flex; align-items: center; justify-content: center;"> <div style="text-align: right; margin-right: 5px;">1" = 24'</div> </div>
Owner: Johnathan Doe		
Address: W1234 Town Road, Hatley, WI 54440		
Project: Addition to home/dwelling.		



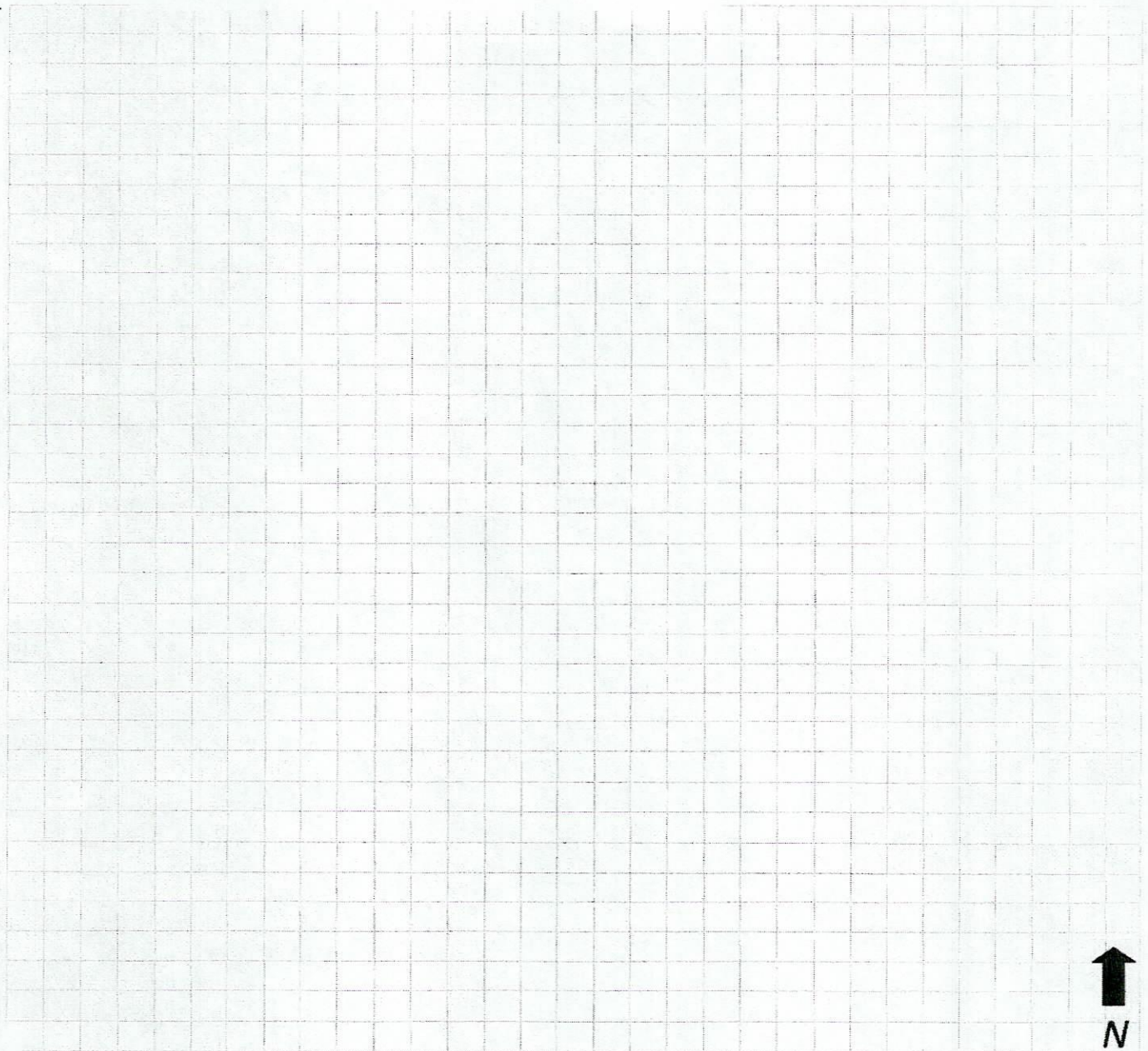
Requirements to be shown:

- ◆ Location and dimensions of all current & proposed buildings.
- ◆ Location of existing or proposed private onsite wastewater treatment system and wells.
- ◆ Dimensions of driveways & indicate type (paved or gravel)
- ◆ Indicate & label the location of any public and private street.
- ◆ Required front, rear, side yard area, open space, & parking.

Lot Layout Diagram

Please attach survey map or accurate drawing of the property if available. If not available, provide a lot layout including the location of all existing structures, and proposed new structures/additions.

1.



Drawing Scale (1 Square= _____ ft.)

List all applicable dimensions below and on scaled drawing:

Primary Structure:

_____ ft. to Side lot line

_____ ft. to Side lot line

_____ ft. to Rear lot line

_____ ft. to Centerline

_____ ft. to Ordinary High Water Mark

Accessory Structure:

_____ ft. to side lot line

_____ ft. to Side lot Line

_____ ft. to Rear Lot Line

_____ ft. to Centerline

_____ ft. to OHWM

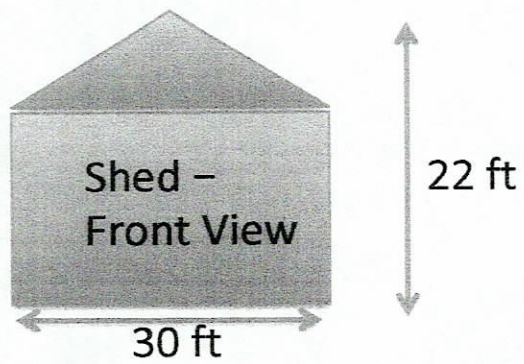
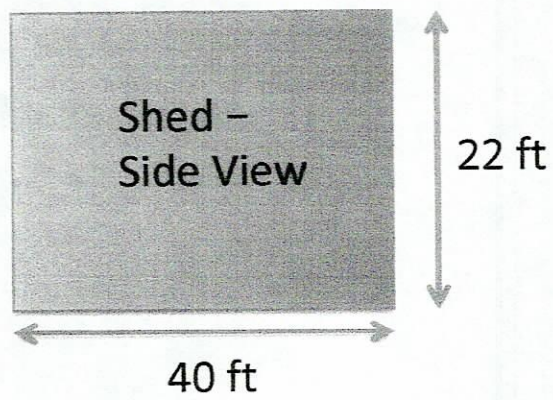
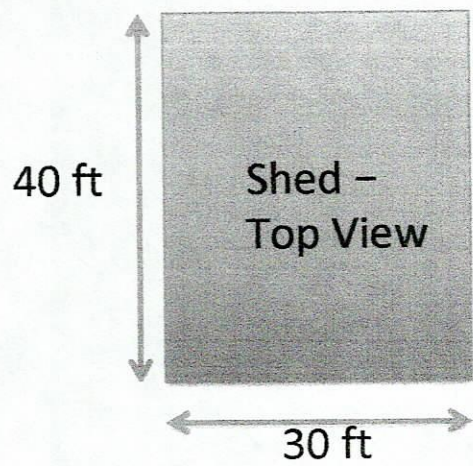
Other:

_____ ft. from Septic to Structure

_____ ft. from Drain Field to Structure

Submit complete land use permit application with application fee to:

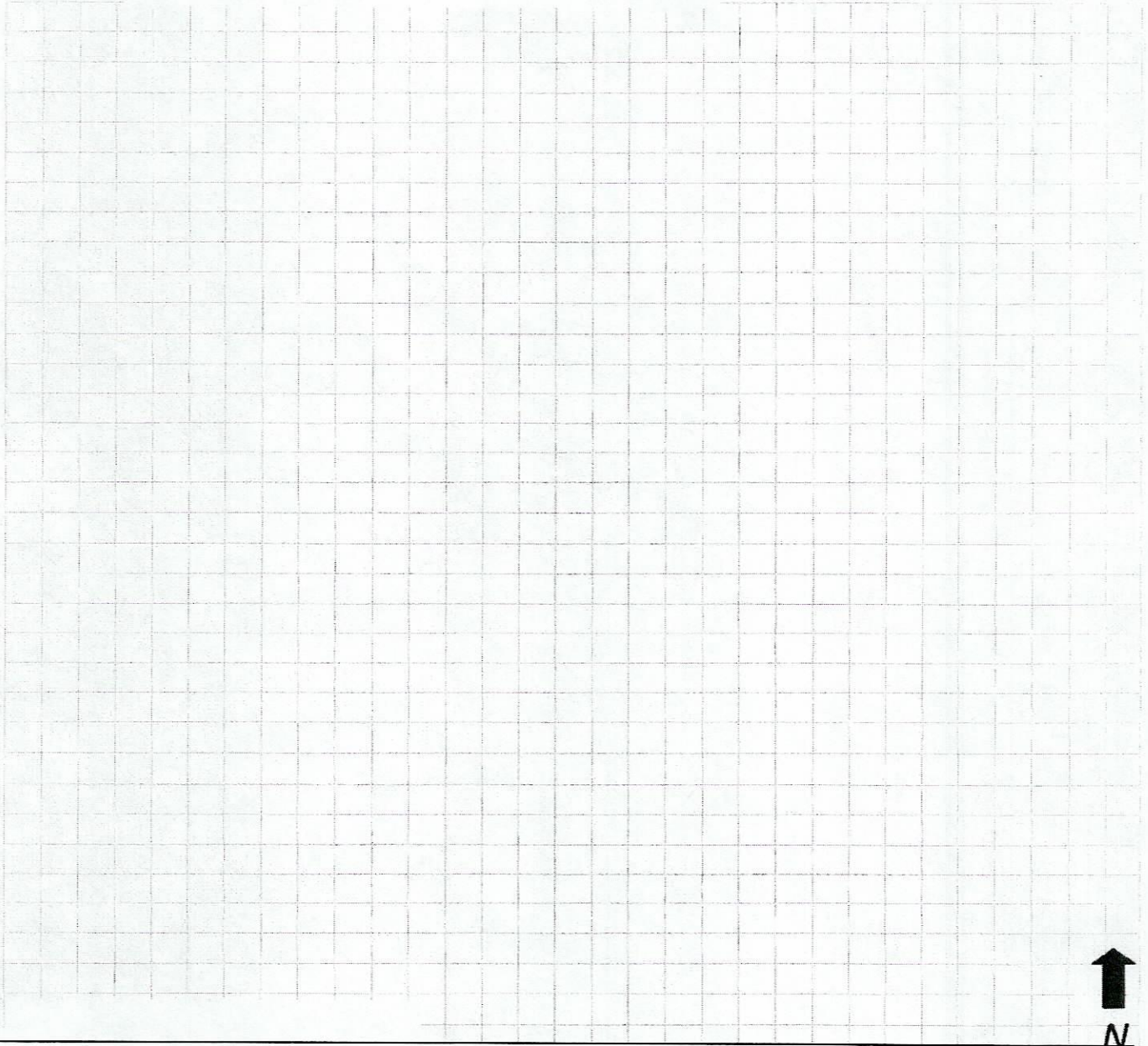
Forest County Zoning Dept.
200 East Madison Street,
Crandon, WI 54520



Construction Plans

Please provide a drawing of the building below showing a cross sectional view (side view). Please show all dimensions including height.

1.



Landowner is responsible for providing identification of property lines. The corners of the building project shall be staked.

This permit will not be issued if the property lines are not clearly marked.

If the property is not appropriately marked a second inspection may be required and Forest County may charge a second inspection fee.

Submit complete land use permit application with application fee to:

**Forest County Zoning Dept.
200 East Madison Street,
Crandon, WI 54520**

PARCEL ID # _____

1	Check one: Non-Shoreland <input type="checkbox"/> Shoreland <input type="checkbox"/> (1000ft of a lake or 300 ft of a river/stream) If shoreland property, impervious surface area calculations are required .
2	Name of navigable water property abuts: _____
3	What is the percent of the slope where the construction/excavation is taking place? _____ Erosion control and stormwater management plans may be required.
4	Is the property in a floodplain? _____ yes _____ no
5	Number of bedrooms before project _____ Number of bedrooms after project _____
6	Sanitary/Sewer Sanitary permit number _____ Sanitary District _____ Existing sanitary evaluation date: _____ Size of existing sanitary system _____ bedrooms.
7	Projects disturbing one or more acres of ground. I understand that this project is subject to NR151 regarding additional erosion control and storm water management and will comply with those standards. Initials: _____
8	Does this project include an area that will allow for human habitation? _____ yes _____ no If yes, I understand I will need to obtain Uniform Dwelling Code (UDC) Permits. I will obtain these permits prior to beginning construction. Initials _____
9	Wetland Notice to Permit Applicants In accordance with Wisconsin State Statute 59.691, you are responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands that are not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law, or other penalties or costs. Initials _____
10	Property staking I have staked out the corners of the project and ribboned the property lines as I believe to be true. I understand if these are proven to be wrong I am responsible for remediation. Initials _____

PARCEL ID # _____

11 Accessory Construction Statement

I understand I am requesting a permit for an accessory structure. No habitation will be approved without meeting the requirements of the zoning ordinance and UDC. Initials _____

Applicant Certification

The undersigned hereby applies for the above described permit and certifies that the information provided is complete, accurate, and that all projects will be completed in compliance with the requirements of the Forest County General and Shoreland Zoning Ordinances, and all other applicable ordinances and laws of the State of Wisconsin. The applicant understands that the issuance of this permit creates no legal liability, expressed or implied, on Forest County and that failure to comply with the permit may result in suspension and or revocation of this permit or other penalty. If the information I have provided on this application is found to be erroneous, I may be both cited and fined for any offense to the applicable ordinance. I also understand that remedial action may be required to correct any violation of this ordinance.

The undersigned hereby assumes all responsibility for this project and hereby grants Forest County Zoning staff permission to enter and inspect the property as needed.

Print Name: _____

Date: _____

Signature (owner/agent) _____

Date: _____

OFFICE USE ONLY

Zoning District: _____ Receipt # _____

Is the project within floodplain? _____ yes _____ no

Remarks/Conditions of issuance:

Issued by: _____ Title: _____

Date: _____

Expiration Date: _____

A permit shall expire 1 year from the date of issuance and may be renewed for 1 year.

The footings, foundation or slab and the outside shell of the structure must be complete at that time. If the footings, foundation or slab and the outside shell are not complete within two year, a new zoning permit must be applied for and approved.

SHORELAND

IMPERVIOUS SURFACE CALCULATIONS

NR115.05 (1)e. *Impervious surfaces* reads: Counties shall establish impervious surface standards to protect water quality and fish and wildlife habitat and protect against pollution of navigable waters. County impervious surface standards shall require all of the following.

1. Application. Impervious surface standards shall apply to the construction, reconstruction, expansion, replacement or relocation of any impervious surface that is or will be located within 300 feet of the ordinary high water mark of any navigable waterway on any of the following:
 - a. A riparian lot or parcel
 - b. A non-riparian lot or parcel that is located entirely within 300 feet of the ordinary high water mark of any navigable waterway.

Line 1. Total square footage of property....._____ **ft**

NOTE: This number can be found on your tax bill in acres or a percentage of acres. Multiply the acreage by 43,560 to arrive at your total square footage. Enter on line 1.

Line 2. Total allowable impervious surface:

Line 1 x .15....._____ **ft**

Or Line 1 x .30 with mitigation or treatment plan_____ **ft**

NOTE: Please submit mitigation or treatment plan. Any questions contact the staff in the Land and Water Dept.

Line 3. Existing Impervious surfaces (if any)....._____ **ft**

"Impervious surface" means an area that releases as runoff all or a majority of the precipitation that falls on it. "Impervious surface" excludes frozen soil but includes rooftops, sidewalks, driveways, parking lots, and streets unless specifically designed, constructed and maintained to be pervious.

Line 4. Proposed Impervious surfaces:_____ **ft**

Line 5. Total of Line 3 and Line 4. (Must not exceed allowable impervious surface on line 2.

_____ **ft**

Line 6. Percent of Impervious Surface area—divide line 5 by line 1 x 100 _____ **%**