

Land Use Permit Application

Dwelling

Created
2/26/18

Barron County Zoning Office
335 E. Monroe Ave. Room 2104, Barron, WI 54812
(715) 537-6375 • Mon. – Fri. 8:00 am – 4:30 pm
www.barroncountywi.gov > Departments > Zoning

Submit completed permit application, fee (checks payable to “Barron County”), and all supporting documents to the address listed above for review and issuance. You will be notified if additional information is needed; if application is incomplete, permit issuance will be delayed.

Fee Schedule & Other Forms/Documents can be accessed by clicking this link: [Zoning Webpage](#) > All Forms & Docs. - or - Shoreland Docs.

How would you like to receive the permit & permit card?

(Be aware that specific conditions/instructions may be stated on the face of the issued Land Use Permit. Owner, agents, & contractors must all be aware of permit details & conditions and permit card must be posted on property prior to start of project)

Mail to: Property Owner Address Contractor Address Other (Name & Address): _____

Pick up from office; person/phone # to call when ready: Property Owner Contractor Other: _____

Owner & Contractor Information				Site Information	
Property Owner Name(s)				Site Address	
Mailing Address				Parcel I.D. # (12 digits; can be found on property tax bill & on GIS mapping website)	
City • State • Zip Code				Lot Size <input type="checkbox"/> Acres <input type="checkbox"/> Square feet	
Home Phone <input type="checkbox"/> Preferred	Cell <input type="checkbox"/> Preferred	Work <input type="checkbox"/> Preferred	Impervious Surface Questions		
Contractor Name & Company <input type="checkbox"/> Same as Property Owner				An impervious surface is an area that releases, as run off, all or a majority of the precipitation that falls on it. An impervious surface area includes the following:	
Mailing Address				<ul style="list-style-type: none"> • Roofs of buildings/structures • Decks/porches • Compacted parking areas • Driveways, walkways, stairways, patios made of pavers/stone/concrete/blacktop/gravel 	
City • State • Zip Code				Is your property a waterfront lot? (Abutting a navigable lake, river, or stream)	
Work Phone <input type="checkbox"/> Preferred				<input type="checkbox"/> Yes → Will any part of your proposed projects (impervious surface areas) be located within 300 feet of the water? <input type="checkbox"/> Yes → Also complete Worksheet No. 1 along with this application. <input type="checkbox"/> No → No extra worksheets are required.	
Cell <input type="checkbox"/> Preferred				<input type="checkbox"/> No → Is your entire lot located within 300 feet of a lake, river, or stream? <input type="checkbox"/> Yes → Also complete Worksheet No. 1 along with this application. <input type="checkbox"/> No → No extra worksheets are required.	

Important Standards/Requirements for Dwellings:

Density: 1 dwelling allowed per parcel

Floorplans: Must be provided along with the permit application. Include floorplan of each level and also provide side views if on a waterfront lot and dwelling has a walkout basement or is on a slope. (Max. page size 11” x 17”)

Sanitary Permit: A Sanitary Permit must be on file in the Zoning Office before this land use permit can be issued.

Roof overhangs greater than 4 feet wide shall be included in the total footprint area (“floor area”) of the structure.

Size:

- Minimum dimensions of 20’ x 20’
- Minimum 400 square feet of living area
- Maximum height of 35’ (see page 2 for measuring instructions)

New Dwelling in the Agricultural – 1 Zoning District:

Prior to establishing a new dwelling/dwelling site in the Ag – 1 district, an Agricultural Preservation Covenant must be recorded which designates 24 acres for agricultural preservation and 1 acre for dwelling location (*some exceptions may apply*). Call the Zoning Office for details.

Proposed Use					
New Dwelling			Addition to Dwelling		
This includes requests to: build, locate, relocate, replace, rebuild, rebuild & expand, or reconstruct a dwelling or to change the current use of an existing building to a dwelling.			This includes requests to: build new; rebuild, relocate, or enclose a portion of dwelling in same footprint, with or without new expansions. <i>Note:</i> Also includes vertical expansions that increase floor area		
# of Bedrooms	Height (See pg. 2 for instructions)	Roof overhang width	# of Bedrooms Before = After =	Height (See pg. 2 for instructions)	Roof overhang width
Loft <input type="checkbox"/> Yes <input type="checkbox"/> No	# of Stories	Walkout Basement <input type="checkbox"/> Yes → Grading Permit is required <input type="checkbox"/> No for waterfront lots	Loft <input type="checkbox"/> Yes <input type="checkbox"/> No	# of Stories	Walkout Basement <input type="checkbox"/> Yes → Grading Permit is required <input type="checkbox"/> No for waterfront lots
Include the following in the total footprint area size, when applicable			Use of Addition: Check all that apply		
Attached Garage <input type="checkbox"/> Yes <input type="checkbox"/> No	Deck/Balcony <input type="checkbox"/> Yes <input type="checkbox"/> No	Entryway <input type="checkbox"/> Yes <input type="checkbox"/> No	Porch/Covered Patio <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Living Rm. <input type="checkbox"/> Kitchen <input type="checkbox"/> Bathroom <input type="checkbox"/> Porch <input type="checkbox"/> Garage <input type="checkbox"/> 2 nd Story	<input type="checkbox"/> Breezeway <input type="checkbox"/> Carport <input type="checkbox"/> Bedrooms <input type="checkbox"/> Deck <input type="checkbox"/> Loft <input type="checkbox"/> Basement
Footprint Area of Proposed Structure (Include Attach. Garages, Decks, Porches, etc.) _____ ft. X _____ ft.		Estimated Value of Construction (Total value, not just cost of materials) \$ _____	Footprint Area of Proposed Addition (Also include all portions rebuilt, enclosed, etc.) _____ ft. X _____ ft.		Estimated Value of Construction (Total value, not just cost of materials) \$ _____
Total Square Ft. = _____			Total Square Ft. = _____		

Site Plan Instructions

A site plan sketch must accompany this application. Draw a site plan on page 3 or attach a separate page, no larger than 11 inches x 17 inches.

The site plan must show the following features and measurements (when applicable):

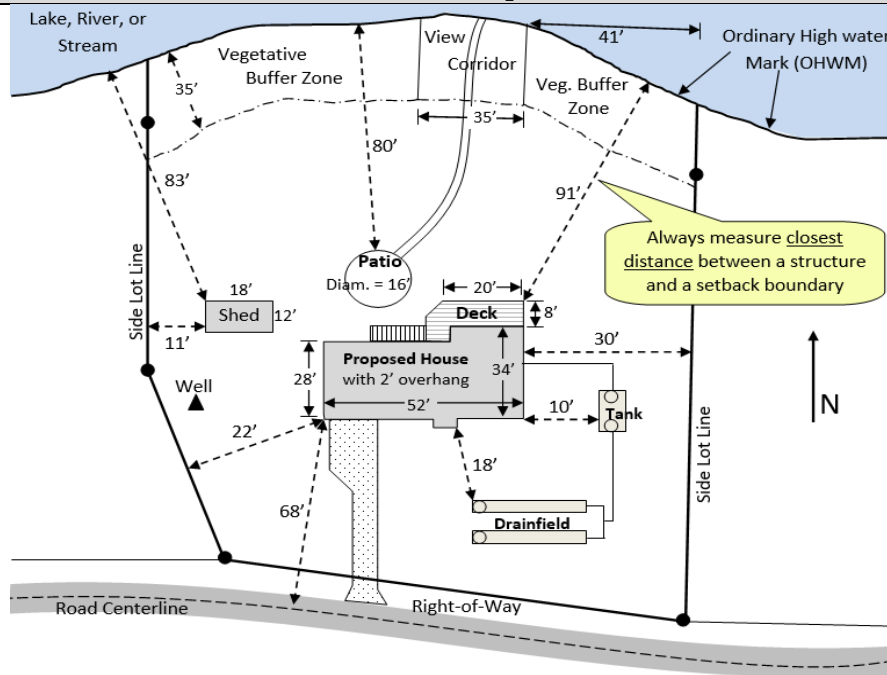
- 1. Lot lines (show shape, angles, and official survey markers if possible)
 - 2. North arrow
 - 3. Lakes, Rivers, Streams abutting or near the property
 - 4. Floodplain & Wetlands (can be viewed on [GIS mapping website](#))
 - 5. Roadways & easements
 - 6. Location & **size** of **existing** buildings, structures, & surfaces
 - 7. Location & **size** of **proposed** buildings, structures, & surfaces
 - 8. Wells (proposed & existing)
 - 9. Privately Owned Wastewater Treatment System (POWTS).
- POWTS include septic tank, holding tank, drainfield, mound, etc.
- Show distance from **closest point** of proposed structure to:
- 10. Ordinary High Water Mark (OHWM) of Lakes, Rivers, & Streams
 - 11. Center of roads and/or edge of easements/road right-of-ways
 - 12. Lot lines
 - 13. POWTS
- ↔ **Draw arrows** to indicate the angle at which measurement was taken ↑

***For new dwellings on a vacant waterfront lot OR structures to be located within 35' of a waterbody** (example: boathouse, stairway/walkway)...

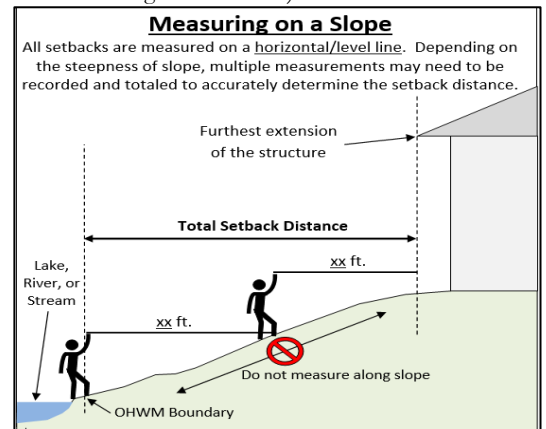
Establishment of a viewing/access corridor & vegetative buffer (when the lot has existing natural vegetation within 35' of the OHWM) is required.

- 14. **Vegetative Buffer Zone** – Show how far buffer extends landward from the OHWM of the waterbody (for newly established buffer zone).
No removal of vegetation (mowing, cutting trees & shrubs, etc.) is allowed in this area. *Some exceptions may apply (ie. invasive species, dead vegetation)*
- 15. **Viewing/Access Corridor** – Show width of the corridor (max. of 35% of lot width) and distance to nearest lot line (minimum setback of 10')
This corridor passes through the veg. buffer zone to gain access to a dock or for providing view of the water, limited to 50% vegetation removal.

Example Site Plan Sketch / Measuring Instructions



- ♦ Setbacks are measured from the furthest extension of the structure (example: deck or roof overhang) that is nearest to the setback boundary. See: [Setbacks](#); [Shoreland Setbacks Map](#)
- ♦ **General Note: Be aware that specific conditions/instructions may be stated on the face of the issued Land Use Permit.** Example: Requirement to contact the Zoning Office to schedule a setback inspection when forms for the footings are in place, or important deadlines (ie. removal of certain buildings or structures)



Application Check List (Some of these additional documents may not apply)

- Site Plan
- Floorplans
- Sanitary Permit on file (or in process of applying)
- Worksheet No. 1 (Impervious Surface)
- Mitigation Plan
- Grading Permit Application

Permit Application Terms & Conditions

I understand that I am responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands 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 and/or other penalties or costs. For more information, either contact the Department of Natural Resources Center or visit the Department of Natural Resources Wetlands Identification web page at www.dnr.wi.gov/wetlands/locating.html.

In the event this application is approved by the Zoning Office, I agree:

- That my signature is **not** required on the Land Use Permit but may be requested by the Zoning Office,
- That no work shall commence until I have received the issued Land Use Permit, and the Permit Card is posted
- That all work shall be done in accordance with the requirements of the Barron County Land Use Permit, the Barron County Land Use Ordinance, all other applicable County Ordinances and the laws and regulations of the State of Wisconsin,
- That county officials charged with administering county ordinances or other authorized person shall be permitted access to the above described property at any reasonable time for the purpose of inspection,
- That all specific conditions stated on the issued Land Use Permit, such as a requirement to call the Zoning Office to schedule a setback inspection, will be adhered to,
- That it is my responsibility to contact the Uniform Dwelling Code (UDC) Inspector regarding the issuance of a **UDC Building Permit**.

I, the property owner do hereby apply for a Land Use Permit and acknowledge that this application and all accompanying documents are correct and complete to the best of my knowledge and that I understand the above terms & conditions. (Not to be signed by contractor or any individual other than the current property owner.)

PROPERTY OWNER Signature _____ **Date:** ____/____/____

Page 3 – Site Plan

Use space below to draw site plan that includes all applicable features and measurements listed under “Site Plan Instructions” on Page 2. If desired, a separate sheet (max. 11” x 17”) can be used instead of this sheet. **List setbacks (closest distance) to proposed structure:**

Road centerline = _____ ft. Road right-of-way = _____ ft. Easement = _____ ft. O.H. water mark = _____ ft.

Label lot lines with a direction (Example: *East* Lot line = 23 ft.) Septic tank = _____ ft. Septic drainfield/mound = _____ ft.

____ Lot line = _____ ft. ____ Lot line = _____ ft. ____ Lot line = _____ ft. ____ Lot line = _____ ft.

