

Review fee: \$265.00
Complete & sign only this side of application

WINNEBAGO COUNTY ZONING PERMIT APPLICATION

112 Otter Ave, 3rd Floor
Oshkosh, WI 54901
920-232-3344

Town of: _____ **Tax Parcel No.:** _____
(STOP - if this property does not have an address assigned by OUR office, submit an on-line [Address Request Application](#) prior to submitting any permit applications)
Address of affected property: _____
Postal City: _____ **Zip** _____
Property Owner of Record: _____
Applicant/Builder: _____
(We can fill in the information below if you're not sure)
Plat name/CSM: _____ **Block** _____ **Lot #** _____

Proposed start date: _____ **Estimated Cost:** _____

Type of Construction: New Addition Alteration
 Other: _____

Existing Use: Vacant Single Family Dwelling
 Other: _____

Existing Structures: Vacant House Attached Garage
 Detached Garage

Other/Additional Structures: _____

Contact information below is for: Owner Applicant/Builder

Contact Name: _____

Mailing Address: _____

City: _____ **ST** _____ **Zip** _____

Contact Phone: _____ **Cell Phone:** _____

E-mail Address: _____

I would like to receive my permit by: E-Mail Mail

Describe your building/project (structure type, size, material, etc.):

All single and multi-family dwelling zoning permit applications MUST include first floor blueprints.

Is there a walk-out basement?: Yes No
1st Floor 2nd Floor Garage Other

Wall Hgt: _____

Sq. Ft: _____

Peak Height: _____ **Mid-Peak Height:** _____

Applicant must read and sign:

1. In accordance with Wisconsin State Statute 59.691, the information provided herein is to give you notice regarding potential wetlands. 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 waters 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. For more information, visit the Department of Natural Resources Wetland Identification web page <http://dnr.wi.gov/topic/surfacewater/swdv> or contact your local DNR office.
2. As the applicant, I hereby acknowledge notice of this wetland information.
3. As the application I hereby grant permission for County Zoning Staff to enter the property for inspection purposes.
4. As the applicant I hereby acknowledge that this permit is null & void if issued in error or if any facts are misrepresented.

Signature: _____ **Date:** _____

Submit application to our office with the ORIGINAL INK signature along with a complete site plan and the fee by mail or in person. DO NOT E-MAIL

Sample Site Plan – Zoning Permit

- Site plans must be **no larger than 11" x 17"** and are to be provided by owner/builder.
- Use a black and white copy of your parcel for the site plan*. (It is difficult to see the site plan drawings on an aerial view of your property.)
- **Any** changes to the site plan originally submitted must be approved by the Zoning Department with the submission of a new site plan.
- Site plan revisions will be allowed up to six (6) months from the date of issuance of the permit. Changes after six (6) months will require a new permit application and fee.
- Incomplete site plans will be returned.

Site Plans must include:

- the exact dimensions of all existing and proposed structures.
- setback distances from all lot lines to all existing and proposed structures
- distances between existing and proposed structures at their closest points.
- the yard setback as *measured to the road right-of-way - not the pavement or centerline.*
- All new single and multi-family dwelling zoning permit applications **must include first floor blueprints**

You can use the attached template or print a GIS map of your property at the following link:

<https://wcfgis3.co.winnebago.wi.us/parcelviewer/>

- it is your responsibility to contact your Town to determine if other permits are required.

Winnebago County Zoning Department

112 Otter Ave, 3rd Floor

PO Box 2808 Oshkosh WI 54903

920-232-3340

zoningdepartment@winnebagocountywi.gov

