



Dunn County Planning & Zoning Division

3001 US Highway 12 East, Suite 240 (715) 231-6521
Menomonie, WI 54751 www.co.dunn.wi.us

Zoning Permit Application

FEE: _____ Receipt # _____

General Expedited

After the Fact

*See Fee Schedule

Cash **or** Check# _____

*Checks Payable to Dunn County Zoning

Instructions: Please fill out all sections of the application. Attach a Site Plan with structure setbacks and floor plans.

FOR OFFICE USE ONLY

PERMIT #: _____ - _____ App. Date: _____ Zoning District: _____ Township: _____ Staff Initials: _____

App # _____ Date Onsite: _____ Date Permit Issued: _____ Zoning Inspector's Initials: _____

| Property Owner | Agent/Contractor <input type="checkbox"/> Same as owner |
|-----------------|---|
| Name | Name/Business |
| Mailing Address | Mailing Address |
| City/State/Zip | City/State/Zip |
| Phone | Phone |
| Email | Email |

Property Information

Parcel ID # _____ Site Address _____ Same as owner

S _____ T _____ N _____ R _____ W CSM/Subdivision _____ Lot# _____ Blk# _____

Project

Type of Structures Proposed (House, Duplex, Addition, Garage, Shed, Deck, Pool, Gazebo, etc.)

Proposed Use (Personal, Agriculture, Commercial, Industrial, Mixed use, etc.)

Sq. Footage _____ **or** Dimensions _____ x _____, _____ x _____, _____ x _____

Estimated Project Cost \$ _____ Sanitary Permit # _____ # of Bedrooms _____

Plumber's Name & Phone # _____

Has any portion of this project been started? Yes No

Explain:

General Requirements

Site Plan Completed

Proposed Structures Staked Out

Floor Plans

By signing this application, I certify that all information contained in or attached to this application is true and correct to the best of my knowledge. I authorize Dunn County Zoning Staff to access my property in order to verify that the Dunn County Zoning Ordinance standards are met. I understand that I am responsible for checking with the applicable township, building inspector, DNR, and any other entities that may have jurisdiction over my project. I understand that this application does not guarantee that a permit will be granted. I agree to contact the zoning office if there are any modifications to the application or site plan.

Owner/Agent Signature: _____ Date: _____

Please note: This is an application and does not guarantee a zoning permit will be issued. Zoning permits are valid for 2 years from the issue date, after which they become null and void.

Staking of Proposed Structures

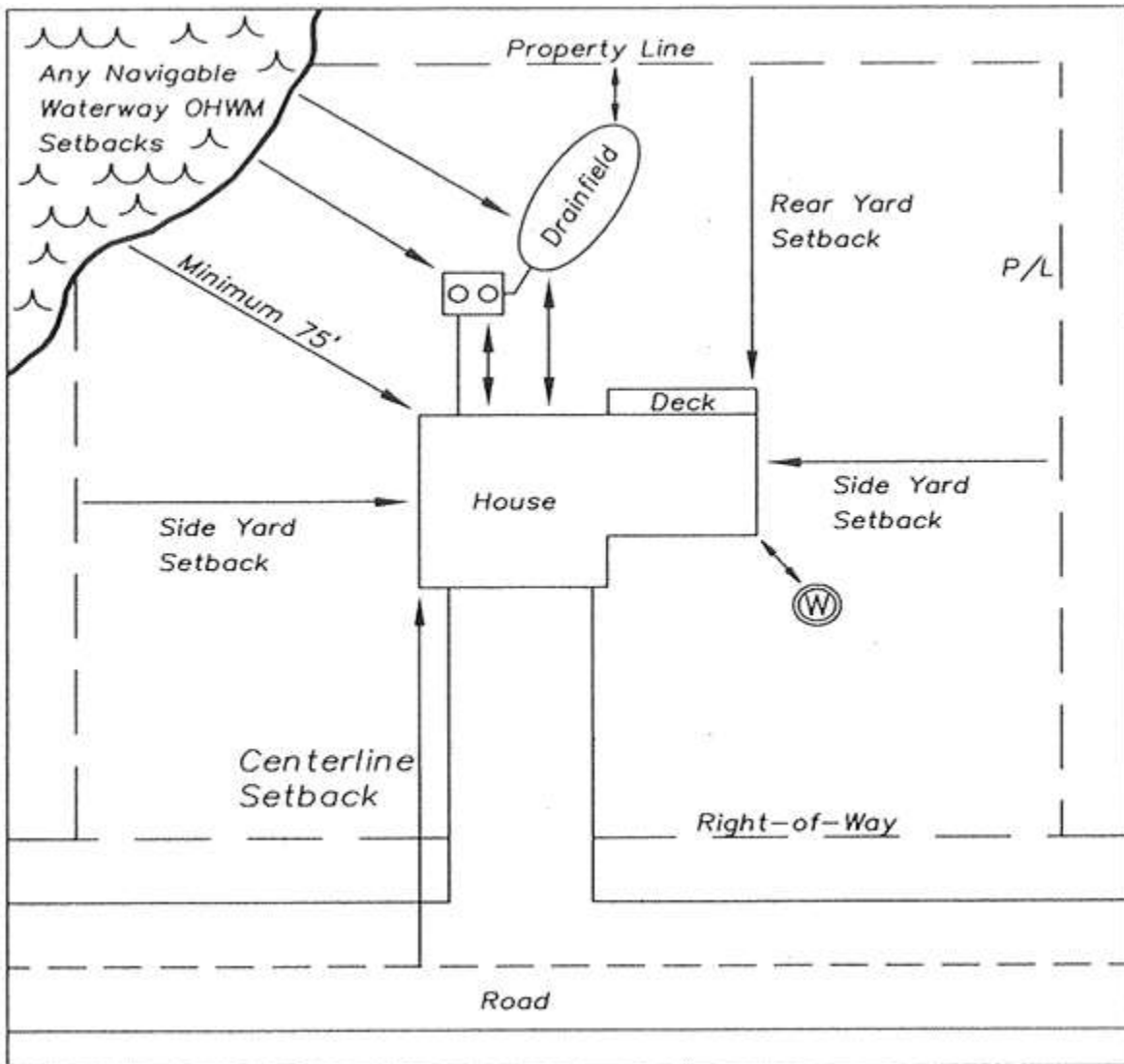
The location of all proposed structures must be staked out with accurate dimensions. It is the applicant's responsibility to notify the Zoning Office when the structures are staked and ready for inspection. Failure to stake the proposed structure footprint can result in delay of permit issuance.

Floor Plans

Floor plans must be submitted for all new structures and additions. If the contractor does not provide a structure floor plan, applicant must draw out all internal walls and label all rooms with their proposed use (Bedroom, kitchen, bathroom, office, laundry room, etc.). This is separate from the Site Plan (See below).

Site Plan

Site Plan Example



Using either the grid provided on the following page or your own paper, please show all of the following:

1. Direction of North
2. Location and dimensions of all existing and proposed structure(s) on your property.
3. Location of proposed/existing septic tank, septic drainfield, and well.
4. Distance in feet* from the proposed structure to to:
 - All lot lines (and shoreline Ordinary High Water Mark, if applicable)
 - Centerline of the road or road R/W. Indicate road name.
 - Existing structures, septic tank, septic drainfield, and any well.

*Distances greater than 100' can be estimated.

Site Plan (Cont'd)

Setbacks

| Setback Object (House, Garage, Deck, etc.) | Proposed Structure 1 | Proposed Structure 2 | Proposed Structure 3 |
|---|----------------------|----------------------|----------------------|
| Road Centerline/Front Lot line | ft | ft | ft |
| Side Lot Line 1 | ft | ft | ft |
| Side Lot Line 2 | ft | ft | ft |
| Rear Lot Line | ft | ft | ft |
| Septic Tank | ft | ft | ft |
| Septic Drainfield | ft | ft | ft |
| Well | ft | ft | ft |
| House | ft | ft | ft |
| Other Structure(s): _____ | ft | ft | ft |

Use the grid below to draw and label all existing and proposed structures, lot lines, well, septic tank, and drainfield. Please include all setback distances from above table.

The grid is a large square area composed of small squares, intended for drawing a site plan. A north arrow is positioned in the upper-left corner of the grid, pointing upwards.

Fee Schedule

| ZONING | | |
|---|--------------------|----------------------|
| Permit/Application | General Fee | Expedited Fee |
| General Zoning Permit | \$200 | \$370 |
| Accessory Structure Permit (Greater Than 1,000 Sq. Ft.) | \$140 | \$310 |
| Accessory Structure Permit (Less Than 1,000 Sq. Ft.) | \$125 | \$275 |
| Additional Site Inspection | \$100 | \$170 |
| Permit Renewal | \$70 | |
| After-The-Fact Permit | 2x Fee | |

General Fee is the estimated cost to process and issue a permit using "In-House" staff and resources. Applications under the General Fee will be processed as time permits.

Expedited Fee is the estimated cost to process and issue a permit using "Out of-House" (contracted) staff and resources. Applications under Expedited Fees will be processed within ten (10) working days of receiving a complete application.

Processing of all Permit/Applications includes one site inspection, except for Shoreland Permit/Applications, which includes up to two site inspections. If additional site inspections are necessary, the Zoning Division will notify the applicant who must then deposit the required additional fee. No further processing of the application shall occur until the additional fee has been received.