

VILLAGE OF LAKE NEBAGAMON LAND USE PERMIT APPLICATION

715-374-3101 PO Box 517 Lake Nebagamon, WI 54849

ALLOW A MINIMUM OF 10 DAYS FOR PROCESSING OF APPLICATION

FOR OFFICE USE ONLY Application Received _____ Zoning District _____
Issue Date _____ 6 month start _____ 1 year completion _____
Amount Paid _____ Date Paid & Received _____ Permit # _____
Information given to Owner/Contractor: _____

All applications for new structures require plans that show dimensions, elevations and roof overhangs.

- New Home \$200
Accessory Building - Garage/Shed \$75
Boathouse / Gazebo \$75
Addition - Footprint Expansion \$75
Deck - Patio \$75
Fence \$25
Sign \$25
Wood Burning Furnace \$25
Major Recreational Equipment \$25
Shoreland Vegetation N/C
Culvert - Driveway - Fill/Grade N/C
Junk Vehicle N/C
Conditional Use \$100
Zoning District Change \$100
Commercial / Industrial \$400
Special Meeting \$300
Variance (see Zoning Administrator) \$300 to apply

FAILURE TO OBTAIN A PERMIT MAY RESULT IN A DOUBLE PERMIT FEE AND/OR CITATION

Property Owner's Name: _____
Mailing Address: _____
Telephone #: _____ Email: _____
Contractor's Name: _____ Telephone #: _____
Credential #: _____ Qualifier #: _____ Email: _____

Parcel Number: LN-146- _____ - _____

Property Address: _____

Lot Size: Length _____ Width _____ Sq. Ft/Acres _____

Proposed Project: _____ Proposed Use: _____

Sewer and septic permits (either from Lake Nebagamon Sanitary Sewer or Douglas County) must be secured before any system installation or construction begins. Holding tank pumping agreements must be recorded in the Douglas County Registrar of Deeds office. Septic information can be found on the Douglas County website:

https://www.douglascountywi.org/343/Sanitary-System-Privy-Information

FAILURE TO OBTAIN A SEWER / SEPTIC PERMIT MAY RESULT IN A DOUBLE PERMIT FEE AND/OR CITATION.

Is the existing or proposed structure in a floodplain? (circle one) YES NO
Do you have any utility easements on your property? (circle one) YES NO
Is the existing or proposed septic compliant with Douglas County? YES NO Have a permit? YES NO
Has any portion of the project been started? Yes _____ No _____

Reference material available at <http://villagelakenebagamon.com/ordinances-and-forms/>
Contacting a surveyor to determine property line location is highly recommended.

Land Use Application Involving Construction of a New Structure or Addition to an Existing Structure

Reference Municipal Code Chapters 6 & 7, Zoning, Shoreland, Floodplain & Sewer Ordinances as applicable.

Structure Size: Length _____ Width _____ Area in Sq. Ft. _____

Are Grade Changes or Fill required? _____

Grade Change? Total Area (sq. ft.) _____ Elevation change (ft.) _____

Structure Height: _____ (ft.) Type of Roof Construction (i.e. Gable) _____ Pitch _____

Complete pages 3 & 4 of this application. **Additions 250+ sq. ft. require a separate building permit from Rob Leitha.**

Shoreland Vegetation Application - Reference Shoreland Ordinance §18.5, §18.6 and §18.7

Complete pages 3 & 4 of this application.

Driveway/Culvert Application - Reference Zoning Ordinance §4.9 and Municipal Code §6.03

Complete fill & grade change section above and pages 3 & f this application. Minimum culvert size: 18 inches.

Fence Application - Reference Zoning Ordinance §16

Complete pages 3 & 4 of this application.

Sign Application - Reference Zoning Ordinance §5

- On premises
- Off premises
- Free Standing Sign - complete pages 3 & 4
- On Structure Sign - attach a sketch of the sign on structure, complete page 4 of this application

Sheds - Reference Zoning Ordinance §6.7

Complete pages 3 & 4 of this application.

Boathouses & Gazebos - Zoning Ordinance §4.41

Complete pages 3 & 4 of this application

Outdoor Wood Burning Furnace Application - Reference Zoning Ordinance Section 17

Complete pages 3 & 4 of this application detailing the furnace location and property measurements.

Junk Vehicle Application

Reference Municipal Code §17.01

Complete pages 3 & 4 of this application, detailing property measurements and junk vehicle location.

Major Recreational Equipment Application

Reference Zoning Ordinance §6.6

Complete pages 3 & 4 of this application and attach a written plan for recreational equipment use.

Conditional Use Application - Reference Zoning Ordinance Section 3 for your Zoning District & Section 7

Complete pages 3 & 4 of this application and attach required information from reference material.

Zoning Change Application

Attach a narrative about the reason behind the request. Include the proposed use of the property.

Commercial / Industrial Application

Complete pages 3 & 4 of this application and submit with state approved commercial plans.

SITE PLAN AND LOCATION MAP

Incomplete Site Plans may result in delay or denial of your proposal.

Site Plans Shall Include:

- using the frontage road as a guideline (indicate the name of the road), fill in the lot dimensions
- show the approximate location and size of the new structure, if applicable (NS)
- show any existing structures on your property (ES)
- show the locations of the existing well (EW), new well (NW), septic tank(ST) and drain field (DF)
- show the location and name of any lake, river, stream or watercourse on or near property
- FOR NEW STRUCTURES - show the measurements, in feet, of the following on the diagram

Distance from proposed structure to:

- all lot lines
- centerline of road(s)
- lake, river or stream (measured horizontally from the high water mark)
- septic tank & drainfield
- well

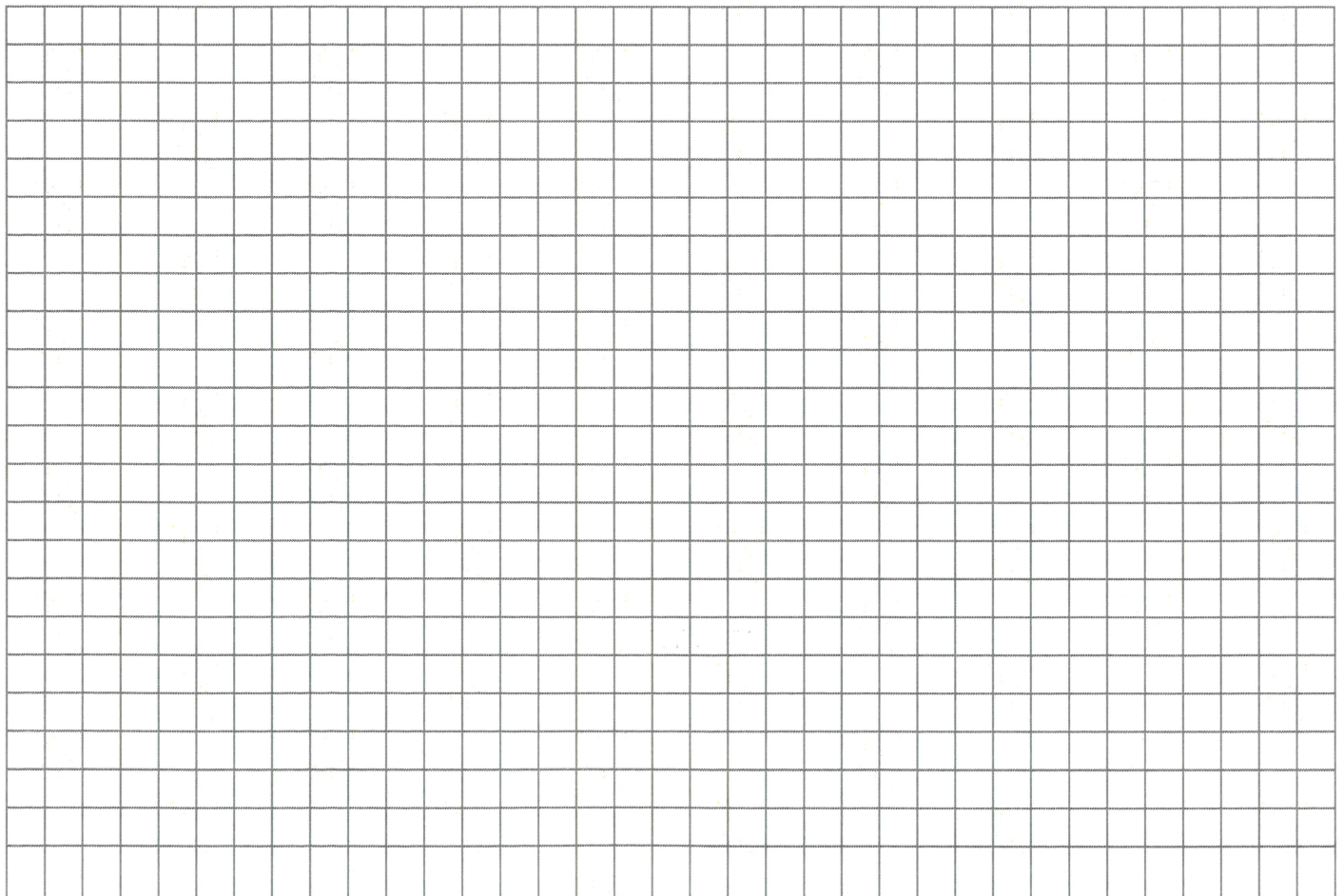
The following measurements are also required

- distance between septic tank and well
- distance between septic tank and lake, river or stream
- distance between drain field and the well

PROPOSED NEW STRUCTURE LOCATION MUST BE STAKED AND INSPECTED FOR SETBACK COMPLIANCE BEFORE PERMIT IS ISSUED

If you have a survey, please attach it to the application

For Office Use	Date of Permitting Inspection:	Setbacks Confirmed	YES	NO
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Read & Initial all that apply:

_____ Permit will expire 6 months from the date of issue if work has not begun for most permits. If work isn't complete one year after the permit issue date, an extension must be applied for. Fence and sign work must be completed within 6 months.

_____ **After foundation forms are set up, and before concrete is placed, the Zoning Administrator must inspect the site for setback compliance. Make arrangements for the inspection time 24 hours in advance.**

_____ The applicant agrees to comply with the conditions of this permit and understands the issuance of the permit creates no legal liability, expressed or implied on the Village Agent/Inspector, Department or Municipality. Furthermore, in the absence of a survey, the applicant certifies the location of property lines as accurate.

_____ The undersigned applies for a permit to do work herein described in this application. The undersigned agrees all work will be done in accordance with the Lake Nebagamon Zoning Ordinance, Shoreland Zoning Ordinance, Subdivision Control Ordinance, Floodplain Ordinance and within the parameters of all Wisconsin State laws applicable to said premises.

_____ It is expressly understood by the project owner(s) and/or contractor(s), upon issuance of a permit, the Zoning Administrator, at times joined by the Zoning Chair, shall be allowed to inspect, at reasonable times, any permitted work/use until the project is deemed complete. Failure to allow access to the premises for such inspection shall result in revocation of the permit. Electronic notice will be provided at least 24 hours before such inspection.

_____ All changes to permitted work/use must be submitted in writing to the Zoning Administrator and approved before implementation.

_____ It is the property owner's and/or contractor's responsibility to ensure conditions of all recorded easements are met. These may include, but are not limited to, sewer systems, power lines, gas lines, telephone cables, cable television, pipelines, roads and private access.

_____ Diggers Hotline will be called before starting any earthwork on the property.

_____ Any projects disturbing the soil must implement erosion control measures until such time as the new vegetation is established.

_____ All habitable structures need to be inspected, at the appropriate phases of construction, by the appointed Village Building Inspector, Rob Leitha. 218-393-6482

I have read and agree to the terms of this application, and certify the information provided is true and accurate.

Signature of Owner

Date

Signature of Contractor (if used)

Date

THIS IS A LAND USE PERMIT APPLICATION ONLY
BUILDING PERMITS ARE ISSUED BY THE INSPECTOR ROB AGENCY - inspectorrob.com
COMMERCIAL BUILDING PERMITS ARE ISSUED BY THE STATE OF WI