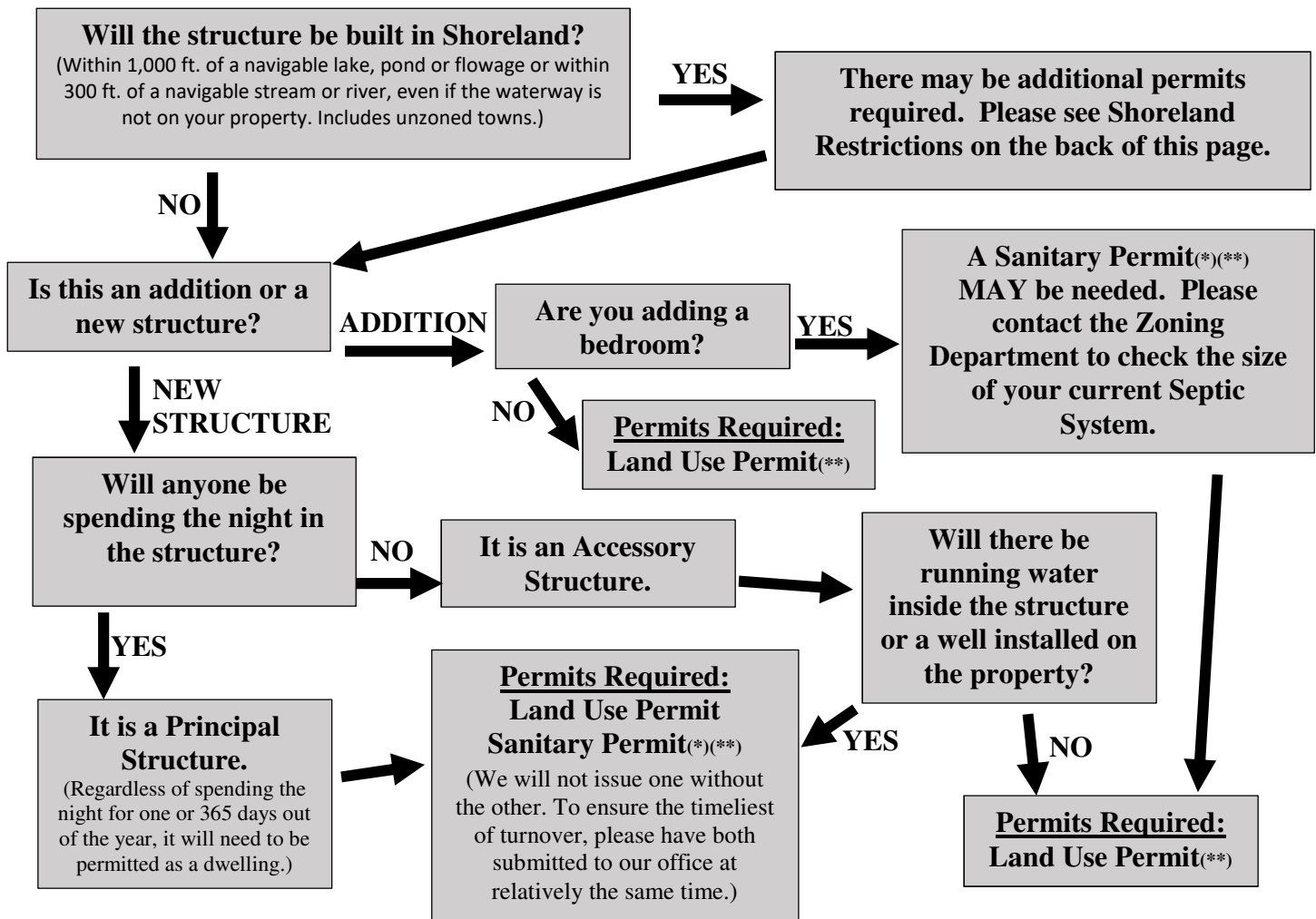


# "I AM BUILDING SOMETHING! WHAT PERMITS DO I NEED?"

- FIRST**, verify that the zoning district of the property allows the intended use (Zoning District Description and Use Chart). In zoned towns, different zoning districts allow for different uses and activities. Some activities will require special approval by the Land Services Committee through a Conditional Use Permit. When in doubt, contact the Zoning Department.
- SECOND**, verify that the property has a rural address (fire address) assigned by the County. Unless the property already has an assigned address, a rural address is required for emergency and fire department services. A land use permit will not be issued unless there is an assigned rural address for the parcel and proposed structure. The rural address application may be applied for at the same time as the land use and sanitary permits.
- THIRD**, apply for the necessary permits with the Lincoln County Zoning Department. To help determine which permits you might need, refer to the chart below. Please note: there may be additional permits required. County staff will advise if any additional permits are needed.



\*Plumbed Sanitary Permit Applications must be filled out by a Master Plumber who is licensed for the State of Wisconsin. Privy Permits (Non-Plumbing) may be filled out by the property owner.

\*\*If this property is located in Sanitary District No. 1 in the Town of Russell (Gleason), please contact the sanitary district commissioner regardless if you believe it requires a Sanitary Permit or not.

**Notice to Landowners:** It is the responsibility of the landowner to obtain all necessary permits before starting construction. The landowner must sign all permit applications. No work on a private sewage system, including unzoned towns, shall take place until permits have been issued. Starting construction on a structure where a permit is required or on a private sewage system shall constitute a violation of Lincoln County zoning ordinances and further enforcement action will be taken, which may include daily citations.

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## **OTHER AGENCIES TO CONTACT REGARDING PERMITTED WORK**

- **Town Building Inspector - Uniform Dwelling Code (UDC)** - UDC regulations, in general, apply to new dwellings, additions to dwellings, and structural alterations to dwellings. County zoning does not review projects to ensure UDC compliance. This is the responsibility of the town building inspector. The building inspector will need a copy of approved permits from the county zoning office to issue a "building permit".
- **Town Clerk** - Contact the town clerk for any project to see what additional permits, if any, are required for your project. (Conditional Use Permit approval, driveway permits, other township level permits)
- **DNR** - Wetlands are protected landscapes and the filling, grading, and excavation of wetlands is regulated by the department natural resources (DNR) and army corps of engineers (ACOE). DNR & ACOE should be contacted for projects involving wetlands.

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## **SHORELAND RESTRICTIONS AND INFORMATION**

- **Impervious surface coverage** – Coverage rules apply to riparian lots and non-riparian lots completely within 300 ft. of the OHWM. Impervious surfaces include concrete, pavement, pavers, gravel and other hard surfaces which do not infiltrate storm water. Proposed development is limited to 15% lot coverage without mitigation and up to 30% lot coverage with mitigation. Refer to mitigation guidebook for more info.
- **Shoreland buffer preservation**- Removal of vegetation is prohibited within 35 ft. of the ordinary high water mark (OHWM), except for allowable View/Access Corridor. 35 % of shoreline frontage on the parcel may be cleared of vegetation for a view/access corridor within 35 feet of the waterway. No soil disturbance is allowed within 35 feet of the waterway.
- **Soil disturbing activities**-Permits may be required for excavating, grading filling, and other soil disturbing activities within 300 ft. of waterways. Contact our office for more information.
- **Boathouses** – New boathouses are allowed within the allowable View/Access Corridor. A land use and soil disturbance permit is required for new boathouses.

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## **ADDITIONAL INFORMATION**

- **Campers/RVs:** §17.3.03(9) These are referred to as "camping units" in Lincoln County Ordinance. Please check the Lincoln County Land Use Chart to determine if the zoning district allows camping units.
- **Mobile Homes:** §17.3.03(6) and §17.3.03(7) If your mobile home has the H.U.D. stamp (usually June 15, 1976 and newer), it is considered a manufactured home. If it is older than June 15, 1976 it is considered a mobile home. Please check the Lincoln County Land Use Chart to determine if the zoning district allows mobile homes.
- **Variances:** If the proposed project does not meet stated setbacks or applicable regulations, the project may require a variance. A variance involves a public hearing and the request must pass certain criteria before being granted. A land use permit is still required if a variance is approved. Variance requests are heard by the Zoning Board of Adjustment (BOA).
- **Conditional Use Permit (CUP):** In zoned towns, different zoning districts allow for different uses and activities. Some activities will require special approval by the Land Services Committee through a CUP. Land uses which are permitted by CUP in a zoning district are listed in the tables in section 17.2.100 of the Lincoln County Zoning Ordinance. A land use permit may also be required.
- **Signs and Outdoor Wood Furnaces:** These are regulated in some areas. Please contact our office with specific questions.
- **Property Splits and Subdivisions:** Creating a parcel of land less than 10 acres in any zoning district requires subdivision review. Minimum lot size & lot width for shoreland parcels must meet requirements of the applicable zoning district, as well as the minimum requirements stated in the Shoreland Zoning Ordinance. All parcels must have frontage on a public road unless a Petition for Modification is granted. Splits in Towns with their own subdivision ordinance require both town & county approval.
  - **Minor Subdivision/Condominium** (1–4 parcels/units) - A Subdivision application & Certified Survey Map (CSM) including each parcel created is required.
  - **Major Subdivision/Condominium** (5 or more parcels/units) - At a minimum the following items are required: A subdivision application, county or state plat, final plat review, soil test showing soil suitability, and provisions for public land and open spaces. (See section 18.6.05 of the subdivision ordinance)
  - **Addendums and subdivision/condominium amendments.** County Zoning review is required.