

Fee: \$ 350.00

Receipt Number \_\_\_\_\_

# CUP - \_\_\_\_\_ - \_\_\_\_\_.

## CONDITIONAL USE PERMIT

To the Lincoln County Planning and Zoning Administration: The undersigned hereby makes application for a CONDITIONAL USE PERMIT for a determination that the following described site is suitable for the purpose indicated, and that suitable safeguards are met in accordance with the requirements of the Lincoln County Zoning Ordinance and with all other applicable County Ordinances and the laws and regulations of the State of Wisconsin. I declare that the information that I am supplying is true and accurate to the best of my knowledge and I acknowledge that this information will be relied upon for the issuance of this permit. By signing this application I am also granting permission to the zoning department staff to enter my property at any reasonable time for the purpose of inspection to assure compliance with the zoning laws relative to the issuance of this permit.

Legal Description: Section: \_\_\_\_\_ Township: North Range: \_\_\_\_\_ East

Gov Lot: \_\_\_\_\_ OR Quarter/Quarter: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Subdivision/CSM: \_\_\_\_\_

Property Address: \_\_\_\_\_

Zoning district: \_\_\_\_\_ Lot size \_\_\_\_\_ acres

Proposed use: \_\_\_\_\_

\_\_\_\_\_

**PLEASE NOTE: No later than 5 days of its submittal to the Zoning Administrator, the applicant shall transmit 2 identical copies of the petition and all applicable materials to the clerk of the town in which the proposal lies. Lincoln County Code of Ordinances 17.8.30 (2)**

Applicants Initials \_\_\_\_\_

**COMPLETE A PLOT PLAN DRAWING ON REVERSE SIDE OR ATTACH A SEPARATE SHEET**

Owner(s) Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**Note: All owners must sign**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

CO-APPLICANT (other than owner)

Name : \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**FOR OFFICE USE ONLY**

Ordinance section relating to the request \_\_\_\_\_

Use of adjoining property: \_\_\_\_\_

Date Application Received: \_\_\_\_\_ By (Staff) \_\_\_\_\_

Date of Hearing : \_\_\_\_\_

Town \_\_\_\_\_

Tax Parcel # \_\_\_\_\_

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Owner \_\_\_\_\_

## **PLOT PLAN DRAWING**

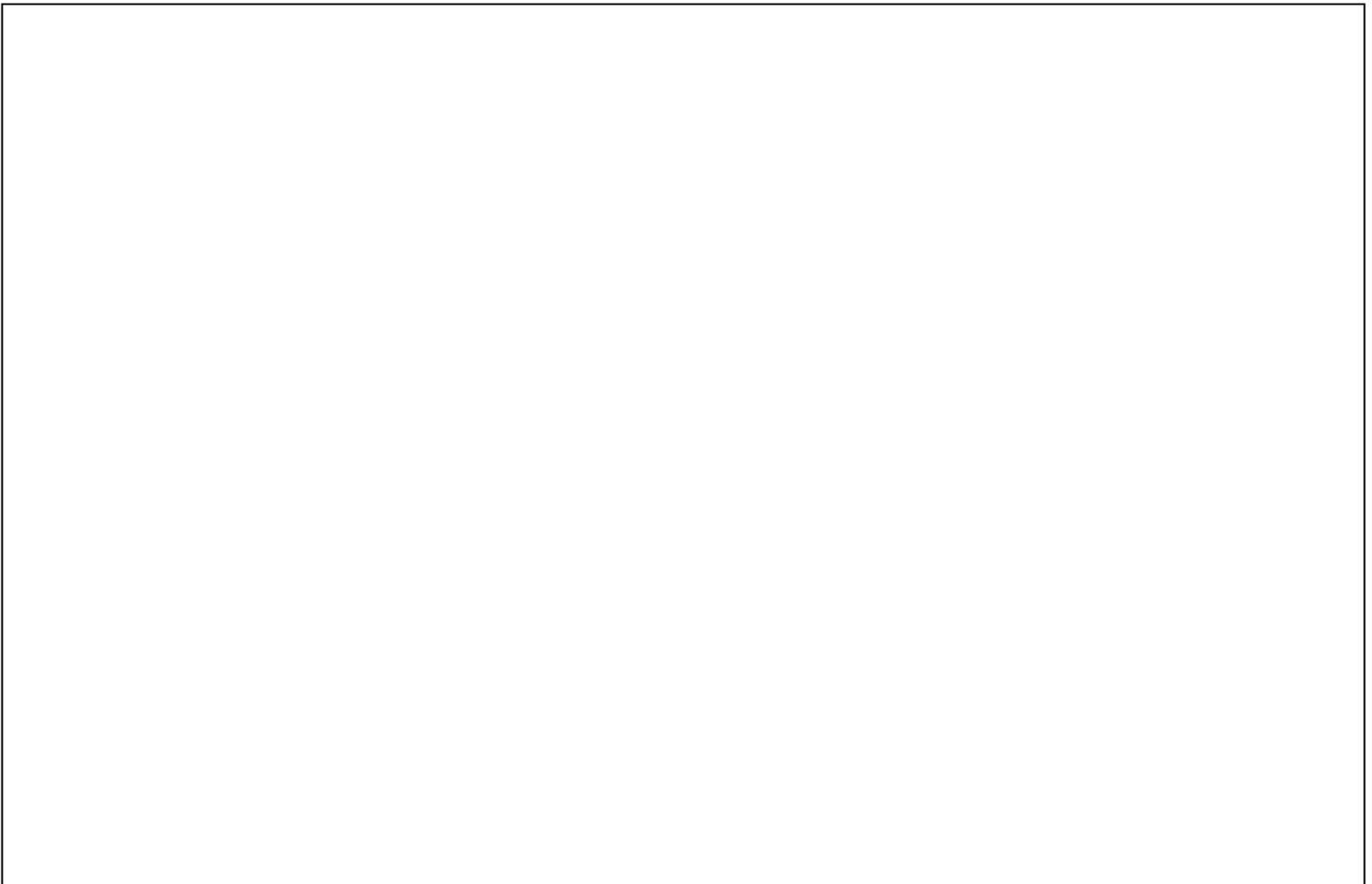
Include on the drawing ALL of the information requested below that applies to the property.

1. Shape of parcel, include all lot line dimensions.
2. Indicate NORTH.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate ALL other existing buildings on parcel with "EB".

Complete the following if the request is for NEW Construction

6. Show the location of the proposed construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies adjacent to or within the parcel.
7. Indicate distance from septic tank or holding tank to proposed construction.
8. Indicate distance from sewage system drainfield to proposed construction.
9. Indicate distance from well to proposed construction.
10. (IF on water) Indicate proposed clearings within the vegetative buffer zone (please refer to Shoreland Ordinance for limitations on different water classifications).

**SITE SHOULD BE MARKED OR FLAGGED PRIOR TO ZONING ONSITE INDICATING EXISTING LOT LINES, PROPOSED LOT LINES AND ANY PROPOSED CONSTRUCTION**



**NO CONSTRUCTION SHALL BEGIN UNTIL A LAND USE PERMIT HAS BEEN ISSUED**



# CONDITIONAL USE PERMIT PROCEDURES & INFORMATION

**What is a Conditional Use Permit?** In Lincoln County, our Zoning Districts classify land uses into three categories: Permitted, Prohibited, and Permitted Upon Condition. A “Conditional Use Permit” (or C.U.P. for short) is the latter of the categories. A C.U.P. allows for a specific land use provided certain conditions, as established by the committee, are met. The Lincoln County Land Services Committee consists of seven Lincoln County Board Supervisors who will hear and decide Conditional Use Requests to the terms of the Ordinance.

| <b>PUBLIC HEARING DATES<br/>(Thursdays)</b> | <b>APPLICATION DEADLINE<br/>(Wednesdays)</b> |
|---|--|
| November 12, 2020                           | October 14, 2020                             |
| December 10, 2020                           | November 11, 2020                            |
| January 14, 2021                            | December 16, 2020                            |
| February 11, 2021                           | January 13, 2021                             |
| March 11, 2021                              | February 10, 2021                            |
| April 8, 2021                               | March 10, 2021                               |
| May 13, 2021                                | April 14, 2021                               |
| June 10, 2021                               | May 12, 2021                                 |
| July 8, 2021                                | June 9, 2021                                 |
| August 12, 2021                             | July 14, 2021                                |
| September 9, 2021                           | August 11, 2021                              |
| October 14, 2021                            | September 15, 2021                           |
| November 11, 2021                           | October 13, 2021                             |
| December 9, 2021                            | November 10, 2021                            |
| January 13, 2022                            | December 15, 2021                            |

## **REQUIREMENTS TO TURN IN A CONDITIONAL USE APPLICATION:**

- 1. COMPLETE APPLICATION** – Both sides of the application must be completely filled out. The second page must include a detailed plot plan following the instructions. If you need any assistance, please contact office staff.
- 2. PAYMENT OF FEE IN FULL** – Please see the Land Services Fee Schedule for current pricing.
- 3. TOWN RECOMMENDATION OR WRITTEN CONFIRMATION** – Your application is not considered complete until you provide us with the Town Recommendation OR written confirmation from the Town Clerk or Chair confirming that you will have a recommendation before the public hearing at the Land Services Committee Meeting. The Town Recommendation must specify that the town “approves”, “opposes” or “waives its right to make a formal recommendation” on the request. We recommend that you contact the Planning Commission and/or clerk at your town as soon as possible and request to be added to the Town Agenda. *The Land Services Committee will not make a decision on any request that does not have the town recommendation.*

## **RECOMMENDED ADDITIONS TO A CONDITIONAL USE APPLICATION**

- 1. A BRIEF DESCRIPTION OF YOUR REQUEST** – Usually one or two paragraphs providing the details of your request. More may be needed depending on the type of request.
- 2. AERIAL IMAGE OF THE PROPERTY** – These are available at no cost on our website through GIS mapping. Our office can also provide these for you upon request.

### **\*PLEASE NOTE\***

The Zoning Office is not able to determine the outcome of a request.  
Final decisions are made by the Land Services Committee.

## **FREQUENTLY ASKED QUESTIONS**

**How Long Does it Take?** Time required from date of application to hearing could run from 4 to 8 weeks, depending upon when the application is submitted. Due to legal requirements of hearing notice publication (Class II according to Chapter 985, Wisconsin Statutes), an application & fee submittal deadline is set approximately thirty days prior to each scheduled hearing. A special meeting (one other than regularly scheduled) may be called by an applicant if requested and for an additional fee. Legal notice requirements must still be met.

**What if the Town Recommendation indicates that the Town opposes my request?** The Town Recommendation is only a recommendation. The Committee takes the Town Recommendation into consideration, but may or may not vote accordingly. Regardless, *The Land Services Committee will not make a decision on any request that does not have the town recommendation.*

**If my request is denied, will I be refunded my application fees?** No, you will not be refunded. The fees are used to pay for the costs of the hearing including the Public Hearing Notices, postage, publishing fees, etc.

**If I am approved by the Committee can I start right away?** Depending on the type of request, there may be additional permits needed to begin. When in doubt, please contact our office.

**Am I required to attend the public hearing?** No. Although you are not required to attend, it is *highly* recommended that you, or a representative, attends in order to answer any questions the Committee may have regarding the request. Please note, if you have a representative attending in your stead, the Zoning Office will need written confirmation.

**What if I need to change the date of my public hearing?** It is possible to change your public hearing date with additional fees. The fee is determined based on how many cancellation notices and new notices our office must send out. These fees can range from \$50-\$150.

### **What is the process?**

1. Complete application and supporting materials submitted to the Zoning Office.
2. Hearing date set & notices published as Class II notice according to Chapter 985, Wisconsin Statutes.
3. Surrounding property owners and Town Officials notified.
4. Applicant notified by certified mail of time & place of hearing.
5. Land Services Staff prepares and distributes the Staff Report to the Town Officials and Applicant.
6. Staff and/or Committee Members visit the site of the request to prepare for the Public Hearing.
7. Public hearing is conducted.
8. Decision of Committee sent to applicant in written form.

**Town Recommendation Form**  
**Conditional Use Request, Petition for Modification of Subdivision Ord., Plat Approval**  
**Town of \_\_\_\_\_**  
**Lincoln County**

Name of Applicant \_\_\_\_\_  
Request: \_\_\_\_\_  
\_\_\_\_\_

The **Town Planning Commission** has made a recommendation on this date \_\_\_\_\_ to:  
\_\_\_\_ **Approve** the Request: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ **Deny** the Request: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
\_\_\_\_ **Delay** the Request for 30 days: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The **Town Board** has made a recommendation on this date \_\_\_\_\_ to:  
\_\_\_\_ **Approve** the Request: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ **Deny** the Request: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
\_\_\_\_ **Delay** the Request for 30 days: by a vote of \_\_\_\_ For and \_\_\_\_ Against  
Comments/Reasons for any of the above recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ (Check here if:) **The Town hereby waives its right to make a formal recommendation on this Request to the Lincoln County Land Services Committee.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Town Chairman Signature

\_\_\_\_\_  
Town Board Supervisor Signature

\_\_\_\_\_  
Town Board Supervisor Signature

\_\_\_\_\_  
Town Board Supervisor Signature

# CONTACT NUMBERS FOR FREQUENTLY ASKED QUESTIONS

|  |   |  |
|--|---|--|
| <b>BUILDING PERMITS &amp; UDC INSPECTORS</b> | TOWNS OF BIRCH, BRADLEY, HARRISON, KING, MERRILL, SKANAWAN, SOMO, TOMAHAWK & WILSON   | David Hilgendorf<br>715-453-3211 Cell 715-966-0930<br>dhilgy1@yahoo.com  |
|  | TOWNS OF CORNING, HARDING, PINE RIVER, ROCK FALLS, RUSSELL & SCOTT  | Northwinds Inspections (Darin Pagel)<br>715-218-0822<br>northwindsinspections@yahoo.com  |
|  | TOWN OF SCHLEY  | Rich Grefe<br>715-218-5713<br>rdgrefe@gmail.com  |
| <b>SEPTIC SYSTEMS (POWTS)</b>                | LINCOLN COUNTY  | Jeff Selgren<br>715-539-1094<br>Jeff.Selgren@co.lincoln.wi.us  |
| <b>PLANNING COMMISSIONS</b>                  | TOWN OF BRADLEY   | Dave Bethel – 715-966-0724   |
|  | TOWN OF SCHLEY  | Earl Welker – 715-536-9764   |
| <b>DRIVEWAYS/ CULVERTS</b>                   | TOWN ROADS  | Please contact the Clerk of the applicable Town. See back of this sheet.   |
|  | COUNTY HIGHWAYS/ROADS   | Lincoln County Highway Dept.<br>Merrill Office 715-539-2500  |
|  | STATE & FEDERAL ROADS   | Mark Ratty, Wisconsin DOT –Rhineland<br>715-365-5752<br>Mark.Ratty@dot.wi.gov  |
| <b>WELLS</b>                                 | PERMITS, HISTORY, ETC   | William Roberts, Wisconsin DNR - Rhineland<br>715-365-8934<br>william.roberts@wisconsin.gov  |
| <b>DNR</b>                                   | <b>GENERAL QUESTIONS AND CONCERNS – Piers, docks, wharves, rip rap, wetlands, etc, etc</b><br>(Piers, docks, and wharves are NOT regulated by County Zoning.) | General Call Intake Number<br>608-267-3125<br>DNRWMSPublicInquiry@wisconsin.gov<br><a href="http://dnr.wi.gov/topic/Waterways/recreation/piers.html">http://dnr.wi.gov/topic/Waterways/recreation/piers.html</a> |
| <b>ARMY CORP. OF ENGINEERS</b>               | FEDERAL WETLAND ISSUES AND PERMITS  | Bill Sande<br>651-290-5882<br>William.M.Sande@usace.army.mil   |
| <b>WVIC</b>                                  | WVIC (Wisconsin Valley Improvement Co.), Projects taking place within 30' of the OHWM of Lake Nokomis, Deer Lake & Bridge Lake                                | Ben Niffenegger, Environmental Specialist WVIC<br>715-848-2976 x304<br>ben@wvic.com  |
| <b>HEALTH DEPARTMENT</b>                     | RETAIL FOOD SALES, CAMPGROUNDS, TOURIST LODGING/RESORTS, PUBLIC POOLS, ETC.   | Jeremy Blankenship, Lincoln County Health Dept.<br>715-539-1379<br>Jeremy.Blankenship@co.lincoln.wi.us   |
| <b>MANAGED FOREST CROP</b>                   | TOWN OF CORNING   | Scott Mueller<br>715-748-2470<br>Scotta.Mueller@wisconsin.gov  |
|  | ALL TOWNS (EXCEPT CORNING)  | Bill Mills, WDNR<br>715-216-2278<br>William.Millis@wisconsin.gov   |
| <b>SIGNS/ BILLBOARDS</b>                     | STATE AND FEDERAL HIGHWAYS  | Anthony J. Culbert, Wisconsin DOT<br>715-421-8082<br>Anthony.Culbert@dot.wi.gov  |
|  | COUNTY AND TOWN ROADS   | Lincoln County Zoning<br>715-539-1087  |
| <b>COMMERCIAL STRUCTURES</b>                 | STATE PLAN APPROVAL FOR COMMERCIAL BUILDINGS  | Ryan Geiger, WI DSPS<br>608-235-7405 ryan.geiger@wisconsin.gov   |
| <b>STORM WATER</b>                           | STORM WATER ISSUES & PERMITS  | Melissa Yarrington, Wisconsin DNR<br>715-359-0192<br>Melissa.Yarrington@wisconsin.gov  |
| <b>FLOODPLAIN</b>                            | LINCOLN COUNTY  | Lincoln County Zoning<br>715-539-1087  |
|  | STATE OF WISCONSIN  | <a href="https://dnr.wi.gov/topic/floodplains/">https://dnr.wi.gov/topic/floodplains/</a>  |
|  | FEMA  | <a href="https://www.fema.gov/">https://www.fema.gov/</a>  |

# MUNICIPALITY CONTACTS

| TOWNSHIP                            | CHAIRMAN  | CLERK  | ASSESSOR  |
|-------------------------------------|---|--|---|
| <b>BIRCH<br/>002</b>                | <b>DAVE FOX</b><br>W4239 CHASE HILL RD<br>IRMA WI 54442<br>715-539-3242<br>Cell:218-3690 (NO EMAIL)               | <b>CYNTHIA LOKEMOEN</b><br>W3585 COPPER LAKE AV<br>GLEASON, WI 54435<br>715-536-8247<br>copperlakeranch@peoplepc.com                         | <b>UP NORTH ASSESSMENTS LLC - TODD ANDERSON</b><br>8406 SOUTHRIDGE DR.<br>ROTHSCHILD, WI 54474<br>715-845-2022 OR 715-573-6692<br>unallc@frontier.com                             |
| <b>BRADLEY<br/>004</b>              | <b>KEVIN KOTH</b><br>PO BOX 325<br>TOMAHAWK WI 54487<br>Cell-715-612-8124<br>kothkkjj@gmail.com                   | <b>KARI KISER</b><br>PO BOX 325<br>TOMAHAWK WI 54487<br>715- 453-3326<br>tofb@frontier.com   | <b>JEREMY KURTZWEIL</b><br>1501 N HUME AV<br>MARSHFIELD WI 54449<br>715-486-9019<br>artemis1@charter.net  |
| <b>CORNING<br/>006</b>              | <b>JOHN KUDICK</b><br>W8305 COUNTY RD M<br>MERRILL WI 54452<br>715-539-2993<br>johnkudick@aol.com                 | <b>RICK HASS</b><br>N1428 STRAWBERRY RD<br>MERRILL WI 54452<br>715-536-3432<br>rhasstoc@frontier.com   | <b>JEREMY KURTZWEIL</b><br>1501 N HUME AV<br>MARSHFIELD WI 54449<br>715-486-9019<br>artemis1@charter.net  |
| <b>HARDING<br/>008</b>              | <b>MICHAEL HORNISCHER</b><br>W6852 EDWARD DR<br>MERRILL WI 54452<br>CELL: 715-432-1798<br>715-536-8457            | <b>KRISTY AMENT</b><br>N2567 COUNTY RD E<br>MERRILL WI 54452<br>715- 539-2682<br>hardingtownclerk@hotmail.com                                | <b>HOFFMAN APPRAISAL SERVICE - TERRY VOSBURGH</b><br>N3737 COUNTY LINE RD<br>GLEASON WI 54435<br>715-536-6236<br>hoffmanappraisalservice@gmail.com                                |
| <b>HARRISON<br/>010</b>             | <b>BRIAN HANSON</b><br>PO BOX 2<br>GLEASON, WI 54435<br>715-612-6083<br>bphanson@solenis.com                      | <b>KATHY VOERMANS</b><br>N10455 COUNTY RD D<br>TOMAHAWK, WI 54487<br>Home: 715-453-3395<br>kathy.townofharrison@ymail.com                    | <b>ASSOCIATED APPRAISAL CONSULTANTS INC</b><br><b>MARK HAFFERMAN - 715-891-3596</b><br>PO BOX 342<br>HURLEY, WI 54534<br>920-422-5627<br>jeris.apraz@gmail.com <b>JERI STJOHN</b> |
| <b>KING<br/>012</b>                 | <b>TERRY WIESE</b><br>W4240 PINE POINTE LN<br>TOMAHAWK WI 54487<br>715-966-2881<br>twiese59@yahoo.com             | <b>DONNA EDWARDS</b><br>W4450 COUNTY RD A<br>TOMAHAWK WI 54487<br>Town Hall: 715-908-0001 Cell: 715-966-1767<br>Clerk@townofking.org         | <b>ELK RIVER APPRAISALS AND ASSESSMENTS</b><br><b>CINDY CHASE</b><br>W5749 COUNTY RD H<br>PHILLIPS WI 54555<br>715-820-0541<br>elk.river@live.com                                 |
| <b>TOWN OF<br/>MERRILL<br/>014</b>  | <b>MICHAEL MATUSHAK</b><br>W4594 PROGRESS AV<br>MERRILL WI 54452<br>715-536-4383<br>chairmanmatushak@frontier.com | <b>KAY TAUTGES</b><br>W4594 PROGRESS AV<br>MERRILL WI 54452<br>Town: 715-536-4383<br>tom.clerk.treasurer@frontier.com                        | <b>UP NORTH ASSESSMENTS LLC - TODD ANDERSON</b><br>8406 SOUTHRIDGE DR.<br>ROTHSCHILD, WI 54474<br>715-845-2022 OR 715-573-6692<br>unallc@frontier.com                             |
| <b>PINE RIVER<br/>016</b>           | <b>DAVID BREUNIG</b><br>W1382 COUNTY LINE RD<br>MERRILL, WI 54452<br>715-536-5185                                 | <b>AMANDA HERDT</b><br>N1823 COUNTY RD X<br>MERRILL WI 54452<br>715-536-7687<br>pineriverclerk@gmail.com                                     | <b>RIGLEMON APPRAISAL SERVICE - CLAUDE RIGLEMON</b><br>21716 ASPEN AV<br>WARRENS WI 54666<br>608-378-3003<br>clauder@centurytel.net   |
| <b>ROCK FALLS<br/>018</b>           | <b>MICHAEL SPECHT</b><br>N5685 STATE RD 107<br>IRMA WI 54442<br>715-539-3304<br>mnspecht@hughes.net               | <b>JUDITH BUCH</b><br>W5230 OLIVOTTI LK RD<br>IRMA WI 54442<br>715-536-6976<br>judith_buch@frontier.com                                      | <b>UP NORTH ASSESSMENTS LLC – TODD ANDERSON</b><br>8406 SOUTHRIDGE DR.<br>ROTHSCHILD, WI 54474<br>715-845-2022 OR 715-573-6692<br>unallc@frontier.com                             |
| <b>RUSSELL<br/>020</b>              | <b>ROBERT KRESSEL</b><br>W1421 1ST AV<br>GLEASON, WI 54435<br>715-873-4669  | <b>LINDA DORGAN</b><br>W1165 FRIEDL RD<br>GLEASON WI 54435<br>715-873-4673<br>lmdorgan@centurytel.net  | <b>JEREMY KURTZWEIL</b><br>1501 N HUME AV<br>MARSHFIELD WI 54449<br>715-486-9019<br>artemis1@charter.net  |
| <b>SCHLEY<br/>022</b>               | <b>RICK DORN,SR</b><br>N2876 MOSSER RD<br>MERRILL WI 54452<br>715-432-4713<br>rickdorn0@gmail.com                 | <b>BECKY DALLMAN</b><br>W1981 HEINEMAN RD.<br>MERRILL, WI 54452<br><b>715-571-1262</b><br>schleyclerk@gmail.com                              | <b>HOFFMAN APPRAISAL SERVICE-TERRY VOSBURGH</b><br>N3737 COUNTY LINE RD<br>GLEASON WI 54435<br>715-536-6236<br>hoffmanappraisalservice@gmail.com                                  |
| <b>SCOTT<br/>024</b>                | <b>MICHAEL WOLLER</b><br>N963 LAKE RD<br>MERRILL WI 54452<br>715-536-3475   | <b>BECKY BYER</b><br>N1288 GOLF DR<br>MERRILL, WI 54452<br>Home: 715-536-5738 Cell 715-348-9239<br>Townclerk.scott@gmail.com                 | <b>HOFFMAN APPRAISAL SERVICE-TERRY VOSBURGH</b><br>N3737 COUNTY LINE RD<br>GLEASON WI 54435<br>715-536-6236<br>hoffmanappraisalservice@gmail.com                                  |
| <b>SKANAWAN<br/>026</b>             | <b>BEN MEHRING</b><br>W3410 STEVENSON RD<br>IRMA WI 54442<br>715-493-3646<br>BMehring82@gmail.com                 | <b>LOYETTA DENNIS</b><br>W3294 STEVENSON RD<br>IRMA, WI 54442<br>715-966-2605<br>ldennis@packagingcorp.com                                   | <b>UP NORTH ASSESSMENTS – TODD ANDERSON</b><br>8406 SOUTHRIDGE DR.<br>ROTHSCHILD, WI 54474<br>715-845-2022 OR 715-573-6692<br>unallc@frontier.com                                 |
| <b>SOMO<br/>028</b>                 | <b>MARLENE "TUNKER" STEEN</b><br>N11580 EAST CIRCLE DR<br>TRIPOLI, WI 54564<br>715-564-3116<br>tunker@gmail.com   | <b>HEATHER MARHEINE</b><br>W10655 CARPENTER RD<br>TRIPOLI, WI 54564<br>715-453-4662<br>chmarheine@hotmail.com                                | <b>ZILLMER MIDSTATE ASSESSMENT</b><br><b>SCOTT ZILLMER</b><br>PO BOX 535<br>MARION, WI 54950<br>715-754-2287<br>zillmermidstate@gmail.com   |
| <b>TOWN OF<br/>TOMAHAWK<br/>030</b> | <b>GARY JAECKS</b><br>N9088 JAECKS RD<br>TOMAHAWK WI 54487<br>715-453-2356<br>(NO E-MAIL)                         | <b>JESSE J HOFFMAN</b><br>N9048 FOX FARM RD<br>TRIPOLI, WI 54564<br>715-254-4651<br>jessejhoffmantotclerk@yahoo.com                          | <b>APPRAISAL SERVICES</b><br><b>ADAM KREMER</b><br>2025 FAIRFAX ST<br>EAU CLAIRE WI 54701<br>715-834-1361<br>akremer@asdps.com  |
| <b>WILSON<br/>032</b>               | <b>FRAN PFLUM</b><br>W7815 SOMO DAM RD<br>TOMAHAWK WI 54487<br>715-453-4797<br>(NO COMPUTER)                      | <b>TERESA LEPKOWSKI</b><br>PO BOX 566<br>TOMAHAWK, WI 54487<br>715-453-7526<br>wilsontownclerk@outlook.com<br><b>TOWN HALL: 715-453-6090</b> | <b>PETERSON APPRAISALS INC</b><br><b>MIKE MUELVOR</b><br>6166 LITTLE CHICAGO RD<br>DEERBROOK WI 54424<br>Land 715-627-4001 Cell 715-493-2320<br>mike1980@frontier.com             |

# REQUIRED SETBACKS - LINCOLN COUNTY ZONING

Questions? 715-539-1087

Applicable to parcels of land in zoned towns and ALL shoreland parcels (even in unzoned towns). Your parcel of land is in the shoreland zone if you are within 1,000 ft. of a navigable lake, pond or flowage or within 300 ft. of a navigable stream or river, even if the waterway is not on your property. This hand-out is not a complete list of regulations, only the most frequently asked questions.

ZONED TOWNS: Bradley, Corning, Harding, King, Merrill, Russell, Schley, Scott, Skanawan, Tomahawk, Wilson

UNZONED TOWNS: Birch, Harrison, Rock Falls, Somo. PINE RIVER enforces Town zoning ordinances and regulations

## Minimum Building Setbacks:

Road set-backs are not enforced in unzoned towns. Eaves 2 ½ ft. or less are permitted intrusions into the side lot line and road setbacks only. The following distances are minimum distances, measured horizontally to the structure foundation

- **Town road** – 63 ft. to centerline OR 30 ft. to edge of ROW (whichever is greater).
- **County road** – 75 ft. to centerline OR 42 ft. to edge of ROW (whichever is greater).
- **State & federal roads** – 110 ft. to centerline OR 50 ft. to edge of ROW (whichever is greater).
- **Forestry district roads**- 150 ft. to the centerline or 117 ft. to the edge of ROW of any public road (whichever is greater).
- **Side and Rear lot lines** –10 ft. to each line.
- **Wells**- 2 ft. to a building foundation or support post (or as required by NR 811 & 812).
- **Shoreland setback (Accessory structures)** –75 ft. to the ordinary high water mark. **NOTE:** Retaining Walls are structures and are subject to setbacks.
- **Shoreland setback (Principal Structures)** - 75 ft. to the ordinary high water mark. *If there is an existing development pattern along the shoreline, setback averaging may be used. Please refer to setback averaging handout.*

## Septic System (POWTS) Setbacks:

The following distances are minimum distances, measured horizontally to the structure foundation

### Septic Tank or Holding Tank

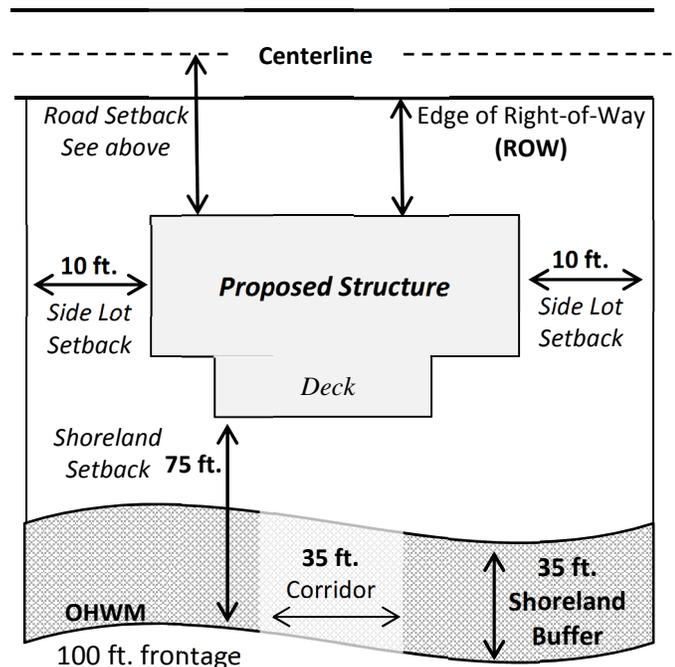
- 25' from a well (or as required by NR 811 & 812)
- 10' from a navigable body of water
- 5' from a building
- 2' from a lot line

### Septic Drainfield

- 50' from a well (or as required by NR 811 & 812)
- 50' from OHWM of a navigable body of water
- 10' from a building
- 5' from a lot line

## Shoreland Restrictions:

- **Impervious surface coverage** – Applies to riparian lots and non-riparian lots completely within 300 ft. of OHWM. Less than 15% of lot coverage without mitigation, up to 30% coverage with mitigation.
- **Shoreland buffer preservation**- Removal of vegetation is prohibited within 35 ft. of the ordinary high water mark (OHWM), except for allowable corridor(s). Contact our office for information on vegetation removal within the buffer.
- **View and access corridor** – 35 ft. wide for every 100 ft. of shoreline frontage. The view and access corridors may run contiguously.
- **Soil disturbing activities**-Permits may be required for excavating, grading, 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 and access corridor. A land use and soil disturbance permit is required for new boathouses.
- **Nonconforming structures**- Structures which do not meet the required shoreland set-back. Refer to the NC structure handout.



**ON-SITE INSPECTION:** A county onsite review of all permits is conducted prior to approval. Proposed building locations, showing all structures and lot lines must be staked with high visibility stakes or flags prior to the county onsite. If these are not marked you may be called and charged for a 2<sup>nd</sup> onsite. This will delay the issuing of a permit. **Please allow 30 days for permit issuance after all applications, document, fees, etc. have been submitted.**

## PLOT PLAN DRAWING EXAMPLE

A detailed drawing of the plot plan MUST be given. Include on the drawing ALL of the information requested below.

1. Shape of parcel, include all lot line dimensions.
2. Indicate which direction is North.
3. Show the location and names of all surrounding roads/highways.
4. Show the location and names of all area water bodies (lakes, rivers, creeks, ponds, etc.)
5. Indicate any wetlands or floodplain on property.
6. Show the location of the (new) construction on the parcel. Include the following measurements:
  - a) Distance from the centerline of any/all roads.
  - b) Distance from the right-of-way of any/all roads.
  - c) Distance to all lot lines.
  - d) Distance to any/all water bodies.
7. Indicate ALL other existing buildings on parcel with "EB".
8. Indicate distance from septic tank or holding tank to proposed construction.
9. Indicate distance from septic system drain field to proposed construction.
10. Indicate distance from well to proposed construction.
11. (IF on water) Indicate proposed clearings within the shoreland buffer [allowed corridor - 35' for every 100' of frontage (35%)].

