

# VILAS COUNTY ZONING APPLICATION

Vilas County Zoning Office  
 330 Court St., Eagle River, WI 54521  
 Phone #: (715) 479-3620 Fax #: (715) 479-3752  
 E-mail: [zoning@co.vilas.wi.us](mailto:zoning@co.vilas.wi.us)  
 Web: [www.co.vilas.wi.us/dept/zoning.html](http://www.co.vilas.wi.us/dept/zoning.html)

OFFICE USE ONLY
ZONING PERMIT # _____

Computer Parcel # \_\_\_\_\_  
 Zoning District \_\_\_\_\_

The undersigned owner applies for a permit, located on the property legally described on this application. Upon approval the owner agrees that all structures and all work performed on this property will conform to the minimum requirements in the Vilas County General and Shoreland Ordinances, and all other applicable local ordinances codes and laws of the State of Wisconsin. The owner agrees that should a violation be found by the Zoning Administrator or their designee, said violation from the date of notification will, within 30 days or less, be corrected at the owner's expense; otherwise each day thereafter shall constitute a separate offense.

ZONING PERMIT     
  SHORELAND ALTERATION PERMIT     
  DEMOLITION PERMIT

<p>Owner Name (PRINT): _____  <i>(Required Information)</i>      <b><u>Owner Information</u></b></p> <p>Owner Signature: _____</p> <p>Mailing Address: _____</p> <p>City, State, Zip: _____</p> <p>Telephone No.: _____</p> <p><b>PROPERTY INFORMATION</b></p> <p>Property Address: _____</p> <p>Mailing Address: _____</p> <p>City, State, Zip: _____</p> <p>Telephone No.: _____</p> <p>Subdivision or Condominium ___yes ___no Name: _____</p> <p>Lot Size _____ Ft. X _____ Ft. X _____ Ft. X _____ Ft. _____ Sq. Ft. _____ Acres</p>	<p>Application Date: _____</p> <p style="text-align: center;"><b><u>Agent Information</u></b></p> <p>Agent Signature: _____</p> <p>Mailing Address: _____</p> <p>City, State, Zip: _____</p> <p>Telephone No.: _____</p> <p>Town of: _____</p> <p>Lot(s) # _____ Gov. Lot(s) # _____ 1/4 _____ 1/4</p> <p>Section(s) _____ Town _____ N. Range _____ E.</p> <p>Water body: _____</p>
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**ZONING /DEMOLITION ACTIVITIES**      Total Estimated Cost of Project \$ \_\_\_\_\_

STRUCTURE(S):       NEW       ADDITION(S)       DEMOLITION OF EXISTING STRUCTURE

Structure Size: (1.) \_\_\_\_\_ Ft. X \_\_\_\_\_ Ft. Mean Ht. \_\_\_\_\_ Ft. (2.) \_\_\_\_\_ Ft. X \_\_\_\_\_ Ft. Mean Ht. \_\_\_\_\_ Ft.  
 (3.) \_\_\_\_\_ Ft. X \_\_\_\_\_ Ft. Mean Ht. \_\_\_\_\_ Ft. (4.) \_\_\_\_\_ Ft. X \_\_\_\_\_ Ft. Mean Ht. \_\_\_\_\_ Ft.

\_\_\_\_\_ Number of Bedrooms      \_\_\_\_\_ Number of Stories      Well on Property \_\_\_\_\_ yes \_\_\_\_\_ no

Written Description of Project: (If a demolition, List: contractor, starting and ending date, and location and manner of disposal of site materials. When a structure is demolished or removed, all sanitary sewer, storm sewer and water supply connections shall be sealed and plugged in a safe manner.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SHORELAND ALTERATION ACTIVITIES:**

LAND DISTURBANCE ACTIVITIES WITHIN 300' OF OHWM REQUIRING A SHORELAND ALTERATION PERMIT  
(Check All Boxes That Apply)

- |  |   |
|--|---|
| <input type="checkbox"/> Filling, grading or excavation between 35ft. & 300ft. of OHWM (except where activity requires a zoning or sanitary permit) (may require Erosion Control measures) | <input type="checkbox"/> Construction on Steep Slopes (Requires Erosion Control Plan)       |
| <input type="checkbox"/> Land disturbance activities > 20,000 Sq. ft. for non single family (Requires Erosion Control Plan)  | <input type="checkbox"/> Boathouse (Requires Zoning Permit & Erosion Control Plan)          |
| <input type="checkbox"/> Land disturbance activities > 10,000 Sq. ft. for single family (Requires Erosion Control Plan )   | <input type="checkbox"/> Grading resulting in increased potential for soil erosion & runoff |
| <input type="checkbox"/> Construct. of a boat landing or road access (Requires Erosion Control Plan)   | <input type="checkbox"/> Filling resulting in increased potential for soil erosion & runoff |
| <input type="checkbox"/> Exceeding Tree Removal (Requires Alternative Tree Cutting Plan)   | <input type="checkbox"/> Impervious Surface Areas (May Require Stormwater Plan)             |
| <input type="checkbox"/> Activity where Structure< 75ft. from OHWM (Requires Zoning Permit)  | <input type="checkbox"/> Above Ground Steps or Walkways (Requires Zoning Permit)            |
| <input type="checkbox"/> Land Disturbance > 1 Acre Total (Requires DNR Stormwater Plan)  | <input type="checkbox"/> Construction or Maintenance of Artificial waterways                |
| <input type="checkbox"/> Path(s)   | <input type="checkbox"/> Walkout Lower Levels (Requires Zoning Permit)                      |
|  | <input type="checkbox"/> Existing Beach Maintenance   |
|  | <input type="checkbox"/> Wetland Zoning District  |

**BASIC REQUIREMENTS OF A SHORELAND ALTERATION PERMIT!**

1. The smallest amount of bare ground shall be exposed for as short a time as feasible.
2. Temporary ground cover shall be used and permanent cover shall be established and maintained.
3. Diversion, silting basin, terraces and other methods shall be used to minimize runoff and erosion.
4. Fill shall be stabilized.
5. "(SEE ARTICLE IX VILAS COUNTY SHORELAND ZONING FOR MORE INFORMATION ON LAND DISTURBANCE.)"

**WETLAND INFORMATION**

**NOTICE:** 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 water 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 page <http://dnr.wi.gov/wetlands/locating.html> or contact a Department of Natural Resources Service Center.

**OTHER PERMIT REQUIREMENTS**

**OTHER PERMITS**

Army Corp of Engineers	Yes	No
Wisconsin D.N.R.	Yes	No
Erosion Control Plan	Yes	No
Stormwater Plan	Yes	No
Tree Cutting Plan	Yes	No
Mitigation	Yes	No
Vegetative Cutting Permit	Yes	No
Town Permit	Yes	No
Town Permit Number _____		

**SANITARY PERMIT**

Sanitary Permit Yes No  
Soil Test Yes No  
Sanitary Permit # \_\_\_\_\_

**EXTERIOR PLUMBER**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone No. :( ) \_\_\_\_\_

**CONTRACTOR**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone No.: ( ) \_\_\_\_\_

**OFFICE USE ONLY**

PERMIT FEES

Structure #1	\$ _____
Structure #2	\$ _____
Structure #3	\$ _____
Structure #4	\$ _____
After the Fact Fee	\$ _____
Shoreland Alteration Fee	\$ _____
After the Fact Shoreland Alteration Fee	\$ _____
Mitigation Fee	\$ _____
Other	\$ _____
<b>TOTAL FEE(S)</b>	<b>\$ _____</b>

Check #  NAME ON CHECK

or Cash  PAYOR

**OFFICE USE ONLY**

ZONING OFFICE REMARKS

DATE \_\_\_\_\_ ZONING OFFICIAL INITIALS \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application Approved \_\_\_\_\_ 20\_\_\_\_ Application Denied \_\_\_\_\_ 20\_\_\_\_

Application Revoked \_\_\_\_\_ 20\_\_\_\_

Approving Zoning Official \_\_\_\_\_

**"YOU HAVE 30 DAYS TO APPEAL ANY DECISION BY THE VILAS COUNTY ZONING OFFICE TO THE VILAS COUNTY BOARD OF ADJUSTMENT."**

**"UNDER PENALTY OF LAW, NO CONSTRUCTION IS TO BEGIN WITHOUT A PERMIT APPROVAL AND A PERMIT CARD POSTED AT THE PROPERTY ENTRANCE."**

**VILAS COUNTY SITE PLAN REQUIREMENTS**

Draw a site plan on the **NEXT PAGE OR A SEPARATE PIECE OF PAPER** to illustrate the following 7 requirements:

Failure to illustrate the 7 requirements **WILL RESULT IN THE PERMIT APPLICATION BEING RETURNED!**

Attach **SITE PLAN** to permit if illustrated on a separate piece of paper!

1. Draw lot and write in lot line dimensions.
2. Location, setback and name of lake(s), pond(s), river(s), stream(s).
3. Location, setback and dimensions of all existing structure(s), proposed structure(s), and/or structure addition(s).
4. Location, setback and dimensions of driveway.
5. Location, setback and name of bordering roads.  
Setbacks are from center of highway or town road to nearest structure. (Contact town for setback.)
6. Location of septic tank, drain field and setback to existing structure(s), proposed structure(s), or structure addition(s).
7. Location and setback of water well to structure(s), septic tank and drain field.

**NOTE: ALL DISTANCES IN FEET INDICATE NORTH WITH AN ARROW** ↑

Provide written directions to the property from the nearest major highway!

**SITE PLAN**

**“(Include all items listed in the 7 steps on previous page)”**

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to draw or provide a site plan as instructed in the text above it.