

# POLK COUNTY LAND USE PERMIT APPLICATION - WATERFRONT

NO.	
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## MAKE CHECKS PAYABLE TO:

Polk County Zoning Department  
 100 Polk County Plaza, Suite 130  
 Balsam Lake, WI 54810  
 715-485-9111, Mon- Fri, 8:30am-4:30pm

**COMPLETE ALL UNSHADED AREAS**  
**INCOMPLETE APPLICATIONS MAY BE RETURNED**  
**PLEASE PRINT – USE INK AND RETURN ORIGINAL FORM**  
**PLEASE ALLOW 2 WEEKS TO PROCESS APPLICATION**

Property Address (Number & Street or Ave)
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Contractor, agent, builder, or dealership	
Address	
City	State Zip
Phone Number	Mail permit to Contractor <input type="checkbox"/> Yes <input type="checkbox"/> No
Previous owner	Date purchased
Adjoining owner	
Adjoining owner	

Property Owner \_\_\_\_\_  
 Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home/Work/Cell Phone Number: \_\_\_\_\_

### LEGAL DESCRIPTION OF PROPERTY – SEE TAX BILL

Parcel # / Computer # -- See tax bill	Lot #	Subdivision/CSM #	Gov't Lot
_____ ¼ _____ ¼, Sec _____ / T _____ N / R _____ W Town of _____			
Size of Parcel	Name of Lake/Pond/River/Flowage	Lake Classification	
X = SQ FT OR Acres		<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	

### PERMIT REQUESTED FOR: Fill in appropriate line(s) (BE SPECIFIC)

<input type="checkbox"/> New Dwelling	<input type="checkbox"/> Stick Built <input type="checkbox"/> Mobile Home	Walk out <input type="checkbox"/> Yes <input type="checkbox"/> No	Attached Garage <input type="checkbox"/> Yes <input type="checkbox"/> No	Size of Proposed Structure	Height	Number of Bedrooms
	<input type="checkbox"/> Modular <input type="checkbox"/> Seasonal Cabin			X = SF		
<input type="checkbox"/> Addition to Dwelling	Deck, Garage, Bedrooms, etc...			Size of Proposed Structure	Height	Existing Bedrooms Additional Bedrooms
				X = SF		
<input type="checkbox"/> Accessory Building	Garage, Shed, etc...			Size of Proposed Structure	Height	STORAGE ONLY NO HUMAN HABITATION
				X = SF		
<input type="checkbox"/> Other	Landscaping, Retaining wall, Stairway, Sign, Commercial, etc...			Size of Proposed Structure	Height	
				X = SF		

### ADDITIONAL INFORMATION

Sanitary Permit #	Type of road your driveway is off of: <input type="checkbox"/> US or State Hwy <input type="checkbox"/> County Rd <input type="checkbox"/> Town Rd <input type="checkbox"/> Private Rd	Is project area within 300' of the ordinary high water mark and drain toward the water? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, a Land Use Runoff Rating may be required.	Cost of Project \$
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A PLOT PLAN MUST BE PROVIDED (SEE BACK SIDE OR USE 8 ½ X11 SHEET OF PAPER)

### THIS PERMIT IS SUBJECT TO ALL CONDITIONS LISTED BELOW as well as all applicable ordinances

- Driveway permits required for all County and State highways.
- Removal or cutting of trees and vegetation and grading/filling is restricted along the shoreline
- Eave of structure must meet the minimum setbacks (see sample).

### PROPOSED STRUCTURE LOCATION MUST BE STAKED FOR OPTIONAL ONSITE VERIFICATION

Contact your township for other requirements as a building or driveway permit and/or inspections may be required

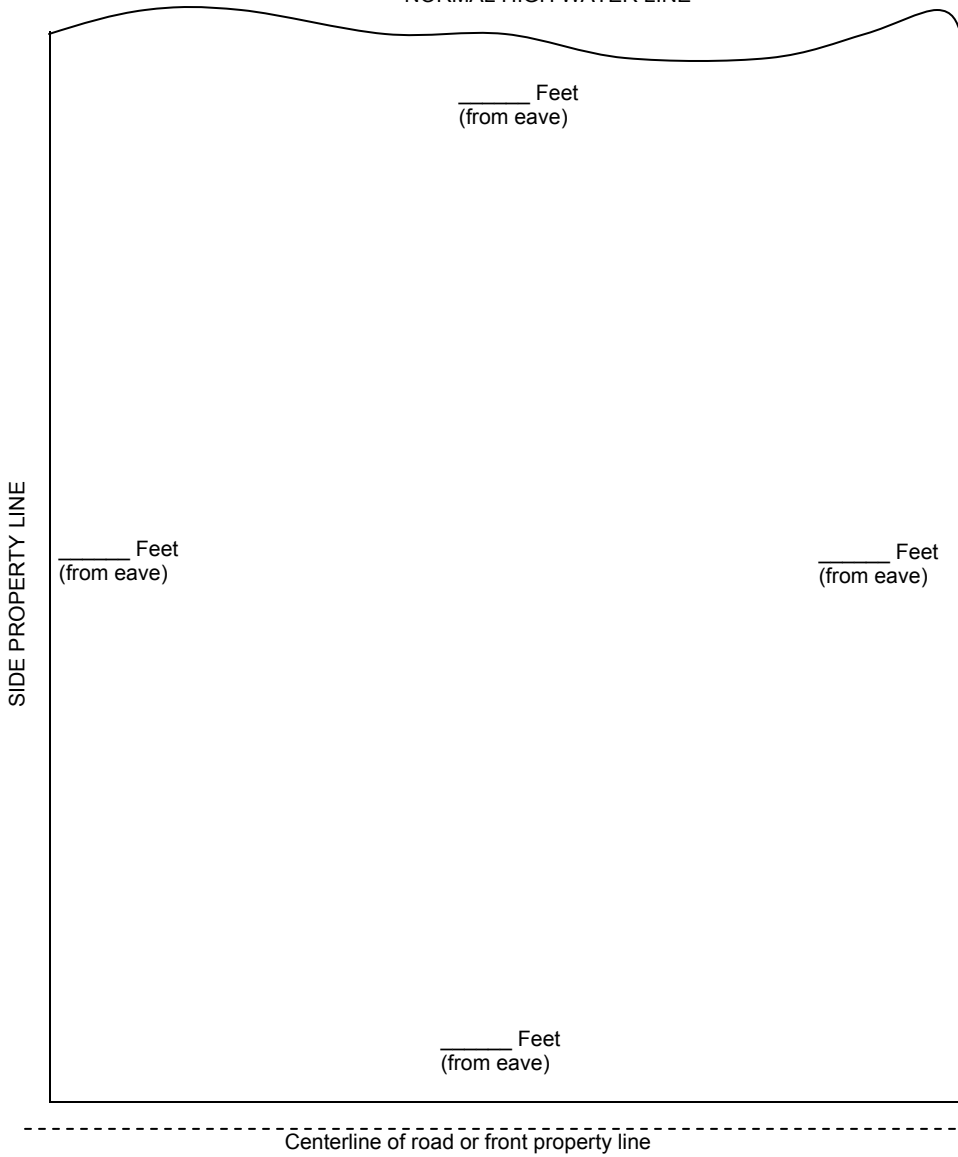
I declare that this application (including any accompanying documents) has been examined by me and to the best of my knowledge and belief it is true, correct, and complete. I agree to permit county officials charged with administering county ordinances or other authorized person to have access to the above-described premises at any reasonable time for the purposes of inspection.

Sign Here: \_\_\_\_\_ Date: \_\_\_\_\_  Cash  Check # \_\_\_\_\_

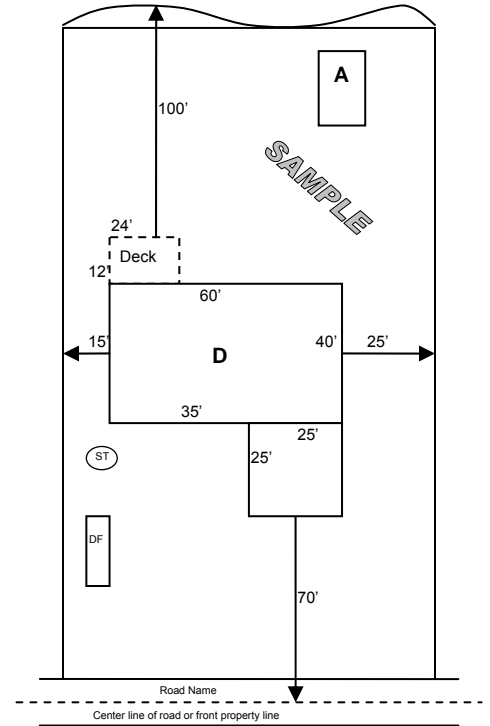
COMMENTS:
Issued by: _____ Date: _____ Fee _____

District: _____
Floodplain: Y N
Run-Off Rating: Y N
Copy to: <input type="checkbox"/> owner <input type="checkbox"/> assessor
Revised 12/28/2010

**LOT LAYOUT**  
NORMAL HIGH WATER LINE



- Show location of **ALL EXISTING STRUCTURES** in **SOLID LINES**
- Show dimensions, location and setbacks of **PROPOSED STRUCTURE** in **DOTTED LINES**
- Indicate: "D" dwelling, "A" accessory building, "ST" septic tank, "DF" drainfield



**SETBACK INFORMATION**

STRUCTURES – Minimum setback from eaves		Class 1	Class 2	Class 3	Rivers/Streams
Dwelling	Ordinary High Water Mark	75 ft	100 ft	100 ft	100 ft
	Side lot line	10 ft	15 ft	25 ft	15 ft
	Rear lot line	25 ft	25 ft	25 ft	25 ft
Accessory Building	Ordinary High Water Mark	75 ft	100 ft	100 ft	100 ft
	Side lot line	5 ft	10 ft	25 ft	10 ft
	Rear lot line	10 ft	10 ft	10 ft	10 ft
Boathouses: Ordinary High Water Mark		10 ft	May be prohibited		
<b>ROAD</b>	Private Road	Town Road	County Road	State or US Hwy	
Minimum setback					
From center line	35 ft	63 ft	75 ft	110 ft	
From right-of-way	--	30 ft	42 ft	50 ft	
<b>SEWER</b>	Dwelling /Accessory Building		Ordinary High Water Mark		
Minimum setback					
Drainfield	10 ft		50 ft		
Septic Tank	5 ft		10 ft		
<b>HEIGHT LIMITS</b>	Within the 75' setback area		Beyond the 75' setback area		
Dwelling	26'		35'		
Accessory Building	25 ft				
Boathouse	11 ft				

**Wetlands Notice to Permit Applicants (WI Statute 59.691)**

You are responsible for complying with state and federal laws concerning the 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 wetlands identification web page or contact a Department of Natural Resources service center.

**Check with your township for other regulations or permits that may be required.**

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