

CARY A. ROWE
Zoning Administrator

KATHRYN M. LARSON
Assistant Zoning Administrator

ERIC RASMUSSEN
Code Enforcement Officer

TRACY JOHNSTON
Code Enforcement Officer

RICK HOEFT
Drainage Inspector



Winnebago County

Zoning Department


The Wave of the Future

448 ALGOMA BLVD., P. O. BOX 2808
OSHKOSH, WISCONSIN 54903-2808

OSHKOSH (920) 236-4844
FOX CITIES (920) 727-2880
FAX (920) 303-3035

zoningdepartment@co.winnebago.wi.us

TO: Town Clerks, Building Inspectors and Builders

FROM: Cary A. Rowe – Zoning Administrator 

DATE: December 23, 2009

RE: New Location for Erosion Control / Stormwater Permits.

Effective January 1, 2010, all erosion control / stormwater permits will be issued at the Land and Water Conservation Department (LWCD). The LWCD is located at **625 E County Rd Y, Oshkosh.** Previously, the LWCD had issued erosion control permits for new single family dwellings for certain towns. The LWCD will be responsible for issuance of all erosion control / stormwater permits and subsequent enforcement in all towns except **Menasha and Omro.** Project escrows related to commercial drainage plans will still be handled by the Planning Department. Inquiries, complaints, inspection requests and / or violations regarding erosion control / drainage must be directed to the LWCD. The phone number is **(920) 232-1950.**

This office hopes to provide better service to the public by having all erosion control / stormwater permits issued by one department. **The erosion control / stormwater permit must be issued before a zoning permit can be issued.** Your assistance in this matter is appreciated.



WINNEBAGO COUNTY EROSION CONTROL and STORMWATER MANAGEMENT APPLICATION FORM

LWCD: 920-232-1950 Coughlin Building, 625 E County Rd Y, Suite 600, Oshkosh
ZONING DEPT: 920-236-4844 Orrin King Administration Building, 448 Algoma Blvd, 2nd Floor, Oshkosh

Fees: \$300.00
Call: 236-4844

<p>OWNER Name _____ Address _____ Telephone: Office _____ Fax _____</p>	<p>Type of Request: <input type="checkbox"/> Erosion Control <input type="checkbox"/> General Permit (Municipality/ Utility) <input type="checkbox"/> Single Lot Development <input type="checkbox"/> Stormwater Permit <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Subdivision</p>	<p>Project Start Date: _____</p> <p>Estimated End Date: _____</p> <p>(This time frame should include the completed landscaping)</p>
<p>APPLICANT Name _____ Company _____ Address _____ Telephone: Office _____ Fax _____</p>	<p>Applicant/ Owner Acknowledgement: FAILURE TO PROVIDE ALL REQUIRED MATERIALS AND INFORMATION COULD RESULT IN THE REVIEW OF THIS APPLICATION BEING DELAYED FOR CONSIDERATION:</p> <p><input type="checkbox"/> For new home construction Winnebago County Zoning must be contacted for inspection <u>within one business day</u> of rough grading completion, 236-1134.</p> <p><input type="checkbox"/> I understand that the conditions of the permit are minimum requirements and that, upon site inspection further measures may be required for compliance within the ordinance.</p> <p><input type="checkbox"/> I understand that all required erosion control measures shall be maintained as describe in the permit plan until Winnebago County Zoning Dept approve their removal.</p> <p><input type="checkbox"/> I further grant the right-of-entry onto this property, as described above, to the designed personnel of the County for the purpose of inspecting and monitoring for compliance with the aforementioned Ordinance.</p> <p><input type="checkbox"/> I have reviewed Section 17.31 of the Winnebago County Zoning Ordinance regarding erosion control & Stromwater management and agree to comply with the requirements of the ordinance.</p> <p>_____ Signature of Applicant/ Agent</p> <p>_____ Date</p>	
<p>Site Location: Address: _____ Parcel No.: _____ Town of _____ Plat/ CSM: _____ Lot # _____ Lot Size _____ Sec _____ T _____ R _____</p>	<p>OFFICE USE ONLY: Log # _____ / _____</p> <p>Fee Received \$ _____ Date _____ Receipt # _____ Received by _____</p> <p>Permit # _____ Date _____ Type _____ Issued by _____</p> <p>COMMENTS: _____ _____ _____ _____</p>	
<p>Nature of Development Proposal: (Please include a description of work to be done, description and location of erosion control measures). _____ _____</p>		

AS OF **JANUARY 1, 2009** THE FOLLOWING FEES ARE EFFECTIVE:

SANITARY

Sanitary Permit (all systems)	\$ 600.00*
The above Sanitary Permit Fees INCLUDE a \$100.00 State Fee	
Sanitary Permit –Renewal Fee	10.00
Sanitary Permit –Transfer Fee	10.00
Sanitary Permit –Reconnections, Septic tank replacement, repairs (County Permit only)	95.00
Wisconsin Fund Application	50.00
Soil Evaluation (County & State Plats) -\$10.00 per lot with a maximum charge of \$100.00 per plat per request made.	

* Per Section 16.10(1)(e) of the Winnebago County Sanitary Ordinance, "**Failure to obtain a sanitary permit where required –standard permit fee shall be doubled**".

PERMITS

Land Use Permit (Zoning Permit)	\$ 165.00**
Permit Revision (adding structure including decks, fence, pool, building, etc.)	75.00**
Temporary Use Permit	15.00**
Fill Permit	165.00**
Height Permit	15.00**

STORMWATER PERMITS

Stormwater Permit (subdivision plats, multiple family developments, commercial or industrial development). Also included is City of Appleton, Menasha, Omro and Village of Winneconne property annexed after September 1, 2003 being subdivided:

Consultation Fee (multiple family developments, commercial or industrial development)	175.00**
Consultation Fee (subdivision plats)	300.00**
Plan Review & Inspection	to be determined by consulting firm & amount escrowed with county. Additional escrowed monies may be required.
Permit Fee	250.00**

EROSION CONTROL PERMITS

Erosion Control Permit (new one or two family residence):	300.00**
Erosion Control Permit (land disturbance over 4000 sq. ft. excavation/ fill over 400 cubic yards, new ag building or addition with over 4000 sq. ft. disturbed area, driveways over 125' in length)	210.00**

PUBLIC HEARING ITEMS

Conditional Use Permit Application	\$ 765.00**
Petition for Variance Application	765.00**
Petition for Zoning Change Application	765.00**
Appeals of Decisions Application	765.00**

LAND USE PLAN AMENDMENTS

Individual Plan Amendment	\$ 800.00**
Town initiated Plan Amendment will be assessed & charged as follows:	
Actual staff time, actual mailing cost (pre and post hearing), actual publication costs, van rental & court reporter fees (Van rental & Court Reporter fees will be divided by number of towns included in public hearing)	

** Per Section 17.02(12)(b) of the Winnebago County Town/County Zoning Ordinance, "**Fee for all after-the-fact permits and hearing application shall be doubled**".

PLAT REVIEW

Preliminary (Incorporated)	\$ 50.00
and where applicable, stormwater plan review, consultation, inspection and permit fee	
Preliminary (Unincorporated)	765.00
Final	NO FEE
Replat	765.00
Certified Survey Map (CSM) Review Fee	220.00
County Plat Review Fee (for calculations) -\$20.00 per lot, with an \$80.00 minimum.	

ORDINANCE SALES –fee set by P&Z Committee based on cost

Zoning Ordinance	\$	11.55
Subdivision Ordinance		2.10
Non-Metallic Mining Ordinance		2.10
Sanitary Ordinance		2.10
Stormwater Ordinance		1.10

The above Ordinance Sales fees include 5% sales tax

DOCUMENT SALES

Comprehensive Plan Ordinance – Chapter 22:	\$	2.10
Comprehensive Plan – Volume 1		18.00
Comprehensive Plan – Volume 2 (Transportation)		7.00
Comprehensive Plan –Volume 1 & 2		25.00
Comprehensive Plan and Volumes 1 & 2 on CD		2.00

DUPLICATION

Micro-fiche (per page)	\$	1.00+ tax
Scanned Documents (per page)		.50+ tax
Xerox Copies (1-20)		.25+ tax
Xerox Copies (21-up)		.15+ tax

OTHER

Onsite Reinspection Fee	\$	45.00
Real Estate Inquiry (Long form written request)		25.00

WINNEBAGO COUNTY ZONING PERMIT APPLICATION

Walk-in Hours are 8-10am and 1-2pm Daily
Please Fill out left side of application

Call: 920-236-4844

The Review Fee is \$165.00 for Zoning & Fill Permits
PERMIT IS NULL & VOID IF ISSUED IN ERROR OR IF APPLICANT MISREPRESENTS ANY FACTS

Town of _____ Parcel No. _____

Property Owner: _____ Send to _____
Applicant/ Builder: _____ Send to _____

PERMIT TO BE MAILED TO:
Street address _____
City _____ State _____ Zip Code _____

Contact Name _____
Contact's Phone Number _____

Parcel No. _____
Fee Received _____
Receipt No. _____
Log No. _____

SITE ADDRESS: _____
City _____ Zip Code _____
Plat/ CSM _____
Lot _____ Block _____ S _____ T _____ R _____
Lot Size _____ Existing Use: _____
Existing Structures _____

Current Zoning: _____ Future Land Use _____
Overlays: SL _____ WL _____ FP _____ SWDD _____
AIR _____ None _____

BSOP _____ Access Controlled _____

SEWER _____ PRIVATE: Update _____ New _____ N/A _____
Sanitary Permit # _____ / _____ Date _____ By _____

EC/SW: N/A _____ Permit # _____ Date _____ By _____

PROPOSED CONSTRUCTION Start Date _____

() Principal TYPE: () New () Alteration
() Accessory () Addition () Other

Describe Proposed Construction _____

1st Floor: Hgt _____ Size _____ Sq. ft. _____
2nd Floor: Hgt _____ Size _____ Sq. ft. _____
Garage Hgt _____ Size _____ Sq. ft. _____
() Attached () Detached

Structure overall height _____ Walk-out basement _____

Estimated Cost \$ _____

SETBACKS:

Principal	Street	_____ / _____	Rear	_____ / _____
	Side	_____ / _____	Side	_____ / _____
	Shore	_____ / _____	Other	_____ / _____
Accessory	Street	_____ / _____	Rear	_____ / _____
	Side	_____ / _____	Side	_____ / _____
	Shore	_____ / _____	Other	_____ / _____

Issued by: _____ Date _____
Permit # _____ Census # _____

Permission is hereby granted for County Zoning Staff to enter the property for inspection purposes until Certificate of Compliance is issued

SIGNATURE _____ Date _____

NOTES: _____

