



### Buffalo County Zoning Department

407 S. Second Street ■ PO Box 492 ■ Alma, WI 54610 (608) 685-6218

Fax: (608) 685-6213

www.co.buffalo.wi.us

## Administrative Conditional Use Permit Application

Permit Issue #: \_\_\_\_\_

Property Owner Name:	Phone #:
Mailing Address:	
Email Address:	

Agent Name:	Phone #:
Mailing Address:	
Email Address:	

SITE INFORMATION	Parcel Number: _____ - _____ - _____
Site Address: _____	
Property Description: _____ ¼ _____ ¼ Sec. _____, T _____ N, R _____ W, Town of _____	
Parcel Size in Acres: _____ or Square Feet: _____	
Legal Description: _____	
Base Farm Tract: _____ Acres Maximum Non-Farm Dwellings Allowed: _____	

PROPOSED DEVELOPMENT / LAND USE
<b>Complete Description:</b> _____ _____ _____ _____ _____ _____ _____ _____

<b>Use:</b>	ANR-40 <input type="checkbox"/>	New Dwelling <input type="checkbox"/>	Accessory Dwelling <input type="checkbox"/>	Recreational Dwelling <input type="checkbox"/>
<b>Structure Dimensions:</b>	Length: _____	Width: _____	Height: _____	
<b>Structure Location Measurements:</b>	Side Yard (near): _____	Side Yard (far): _____	Rear Yard: _____	
	Road Centerline: _____	Stream/Water Feature: _____		
	Septic Tank: _____	Drainfield: _____	Well: _____	
<b>Value:</b> _____	(Required for this application)			

**SEPTIC SYSTEM**

Name of Certified Soil Tester: \_\_\_\_\_

Name of System Plumber/Installer: \_\_\_\_\_

Type of Septic System: \_\_\_\_\_

**SITE PLAN**

A detailed site plan must be submitted with your application or the application will be deemed incomplete and returned. The site plan may be drawn on the following page or on a separate piece of paper or survey map. The location of the following features must be included on the site plan:

Configuration of Parcel with all Dimensions     North Arrow     Roads Including Driveways

All Existing Structures     Proposed New Structure(s) or Addition(s)     Easements

Distances from Property Lines and Road Centerline     Septic Tank and Drainfield

Well Location     Water Features and Potential Wetlands

- The applicant must stake or otherwise mark the locations at the development site of all proposed new dwellings, accessory structures, additions or other improvements including driveways, septic system, well, etc. **A site inspection will be conducted by the Buffalo County Zoning Department prior to issuing the Conditional Use Permit.**

**WETLAND 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 Wetlands Identification Web Page or contact a Department of Natural Resources Service Center.

**APPLICANT SIGNATURE**

I certify by my signature that all information presented herein is true to the best of my knowledge. I understand that I am subject to all applicable codes, statutes and ordinances of Buffalo County and the State of Wisconsin. Providing incorrect information may cause a delay in permit processing or denial. I give permission for the staff of the Buffalo County Zoning Department to enter upon my property for the purpose of verifying that the standards and requirements of the Zoning Ordinance are met.

Owner / Agent Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FEES:**            **\$270**    Administrative Conditional Use Permit

Make checks payable to: **Buffalo County Treasurer**

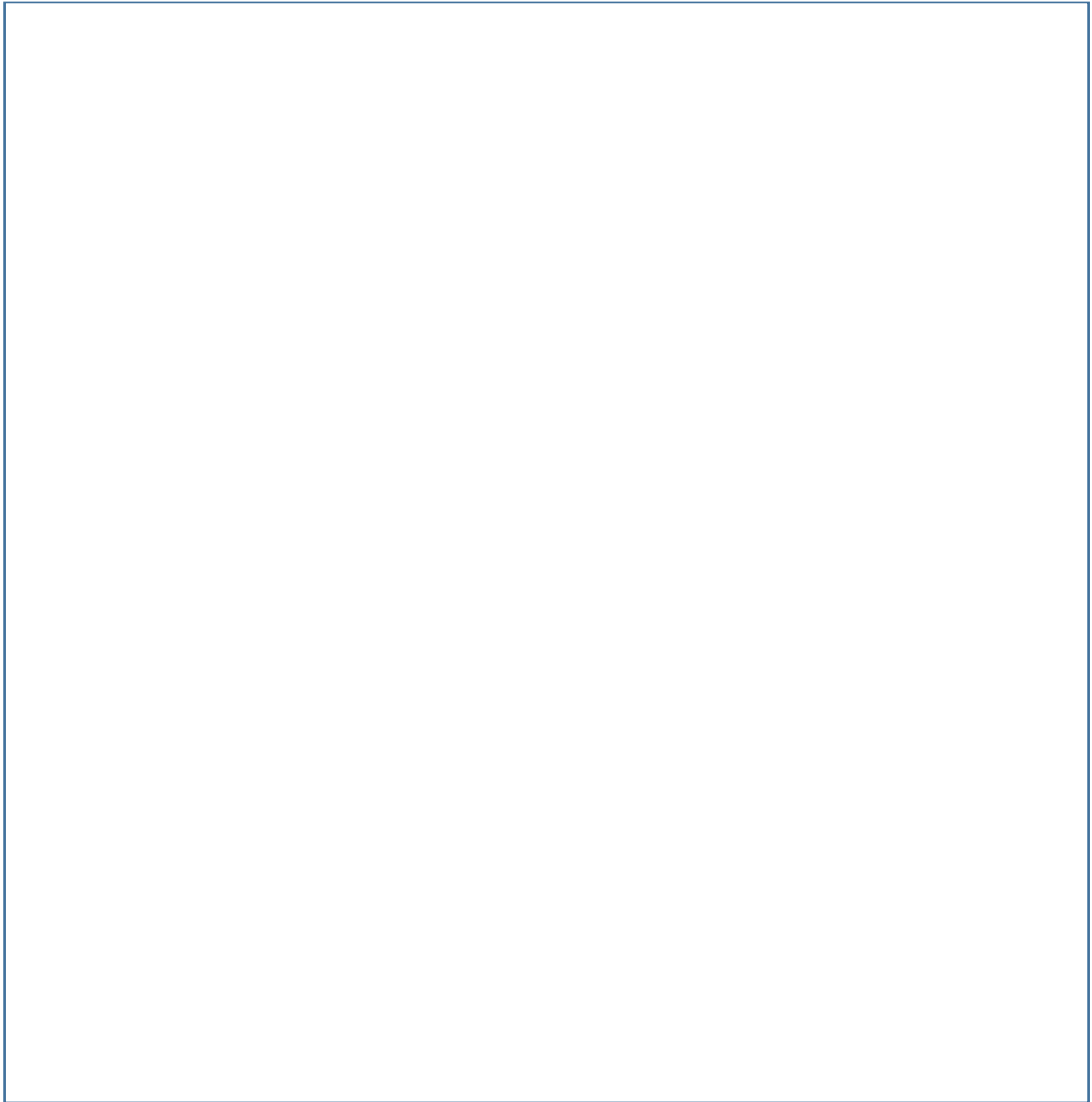
Return Completed application to: **Buffalo County Zoning Department, P.O. Box 492, Alma, WI 54610**

**NOTICE: An after-the-fact fee of five times the applicable conditional use permit fee shall be charged if work is started before a permit is issued. Permit application fees are non-refundable.**

**SITE PLAN**

Applicant: \_\_\_\_\_ Section \_\_\_\_\_ Town of \_\_\_\_\_

Include all features listed on previous page. **Site plan may be drawn in box below or on a separate piece of paper or survey map.**



**EROSION CONTROL AND STORMWATER MANAGEMENT**

Sediment and erosion control and stormwater management are an important aspect of all land disturbing activities. Additional review and permitting may be required if your site is within 300 feet of a stream or if your site is on steep slopes of 12% or greater. If your development activity will disturb one acre of land or more you are required to apply for a Conditional Use Permit and a Wisconsin Pollution Discharge Elimination System (WPDES) permit from the Wisconsin Department of Natural Resources.

**ZONING DEPARTMENT USE ONLY**

Date Application Accepted: \_\_\_\_\_

Accepted By: \_\_\_\_\_

Receipt #: \_\_\_\_\_

**APPLICABLE FEES**

Administrative CUP Permit: \_\_\_\_\_ Purpose: \_\_\_\_\_

Sanitary Permit: \_\_\_\_\_

Driveway Permit: \_\_\_\_\_

Address Permit: \_\_\_\_\_

Total Fees: \_\_\_\_\_

Check # : \_\_\_\_\_ or Cash

Zoning District: **ANR-40** (Zoning District will always be ANR-40).

Soil Test Required: yes  no

Septic Permit Required: yes  no

Shoreland: yes  no

Wetlands: yes  no

Floodplain: yes  no

Steep Slopes: yes  no

% slopes at Development Sites: \_\_\_\_\_

Prime Farmland: yes  no

% slopes at Driveway: \_\_\_\_\_

Ratio : Non-Farm to Farm Acreage: \_\_\_\_\_ Deed Restriction Required: yes  no

Inspection Date

Inspector

Comments

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permit Application Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Permit Application Denied for the following reasons: \_\_\_\_\_  
\_\_\_\_\_

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

**Conditions:**

- ◆ \_\_\_\_\_
- ◆ \_\_\_\_\_
- ◆ \_\_\_\_\_
- ◆ \_\_\_\_\_
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