

LAND USE PERMIT APPLICATION - CAMPING – Burnett County, WI

Applicant Complete All Sections Below This Line

Permit Types and Fees: (Check appropriate box)

Camping Unit (Six Months Per Year)	\$100			3 Year Camping unit	\$300

***NOTE:** After-the-fact (when no permit is obtained prior to camping unit placement) is up to **three times the normal fee.**
***Sanitary Permit MUST be approved prior to placing camping unit on parcel.**

Property Owner's Name: _____

Property Owner's Mailing Address: _____
City State Zip

Property Site Address: _____

Contact's Telephone Number: _____

Contact's Email: _____

Legal Description of Property: _____

Section #: _____ Town #: _____ N Range #: _____ W Town of: _____

Attach additional page if needed for lengthy description OR attach a copy of the deed OR attach tax system property page.

Tax ID # (1-5 digit number; found on tax statement): _____

Sewer Installer: _____

Camper Type: _____ Make: _____ Model: _____ Year: _____

AREA BELOW THIS LINE FOR LAND SERVICES STAFF COMMENTS/CONDITIONS ONLY
THIS PERMIT IS SUBJECT TO ALL CONDITIONS LISTED BELOW:

Date of staff site visit: _____ Initials of site visit staff: _____

APPROVED BY LAND SERVICES OFFICIAL: _____ DATE: _____

UPON APPROVAL: APPLICANT MUST POST COPY OF
 SIGNED PERMIT APPLICATION IN PLAIN SIGHT

FOR OFFICE USE

CAM-22-_____ Owner _____ Tax ID _____
 Permit Issued (Date) _____ Sanitary Permit No. _____ Issued (Date) _____ Town _____
 _____ 1/4 _____ 1/4 Gov't Lot _____ Lot _____ CSM Vol. _____ Pg _____ S _____ T _____ N R _____ W
 Subdivision _____ Floodplain _____ Zoning District _____

Fee Rec: _____
 Check #: _____

THIS SIDE LAND SERVICES STAFF ONLY - RECEIVED STAMP

PLOT PLAN REQUIREMENT

A plot plan drawing is required to be submitted along with this application. The plot plan drawing shall either be drawn to scale, in feet, or be FULLY dimensioned in feet. Please note the scale on the drawing, if one is used. The plot plan drawing shall be on letter or legal size paper with North being at the top of the page. (Make sure all relevant items below are shown – check each relevant box):

- Property lines, road right-of-ways, and road centerlines including distances to property lines, road right-of-ways and road centerlines for all existing structures and the proposed camper on the parcel.
- Ordinary High Water Mark (OHWM) when existing, and distances to it from all existing structures and the proposed camper.
- Provide Total Impervious Surface (IS) Percentages including new existing and proposed development. **This standard is only applicable if the proposed project is within 300' of the OHWM of any body of water.** You only need to count the impervious surfaces that are partially or entirely within 300' of the OHWM of a body of water. To calculate, divide the total existing and proposed impervious surfaces in square feet by the total square footage of the parcel above the OHWM. Then multiply that number by 100 to get a percentage. Example: **2,500** square feet of IS within 300' of OHWM ÷ **43,560** square foot parcel × **100** = **5.74%** impervious surfaces (1 acre = 43,560 square feet). Impervious surfaces include but are not limited to: building roofs, sidewalks, decks, patios, cement/asphalt/gravel driveways, etc. If the proposed project exceeds 15% impervious surface, mitigation is required. If the impervious surface exceeds 30%, you will need to apply for a variance. NOTE: If you are only **replacing existing** legally built structures **within the same footprint**, no impervious surface calculations are needed. Land Services reserves the right to require a survey when there are disputes over this calculation.
- Floodplain and wetland areas/boundaries and distances to them from all existing structures and the proposed camper.
- Existing structures and the proposed camper on the parcel including all decks/porches/walkways/etc; must show dimensions for ALL items.
- Existing and proposed sanitary system and well locations including distances to existing structures and the proposed camper.
- Heights for all existing structures and the proposed camper. NOTE: Height is measured from lowest adjacent grade to the highest roof peak
- Existing and proposed driveways; must show dimensions and width NOTE: Driveways must have a cleared width of 20 ft and a cleared height of 13 ft, and sufficient turn-around space for rescue services to utilize
- North arrow
- Vegetation proposed to be removed or disturbed
- Location and extent of proposed filling/grading
- Location and type of erosion control measures

-
- Proposed camper location must be staked prior to submitting this application to the Land Services Department. County staff will do an onsite visit to verify site conditions. If proposed location is not staked upon County staff visit, the permit may not be approved and may be returned to the applicant.**
 - If all existing structures on the parcel are not shown and dimensioned on the plot plan drawing, the permit may not be issued and may be returned to the applicant.**

ADDITIONAL PROVISIONS

- Removal or cutting of trees and vegetation, as well as filling and grading are restricted within the shoreline area. Restricted shoreline area is all area from the OHWM to 50 ft from the OHWM landward. Contact the Land Services Department prior to cutting any shoreline trees and vegetation.
- No structures are allowed within any setback, unless specifically permitted.
- Driveway must meet width/height requirements within 60 days of permit issuance date.

- This permit requires a code compliant sewer system, and the camper must be properly connected to the sanitary system. A privy type/portable toilet type system is not allowed as the only system unless all indoor and outdoor plumbing and fixtures are removed from the camper.
- Camper must be at least 75 ft. from the OHWM, at least 40 ft. from any wetland, at least 25 ft. from any side lot line, and meet all other setbacks.
- Camper must meet floodplain requirements.
- Camper parcel must have county issued site address.
- Only one camper allowed per parcel.
- Only one six month camper permit can be issued per calendar year per parcel. The other six months of the year, the camper must be stored appropriately or off the parcel. Stored appropriately means in an enclosed building or the camper body completely covered.
- Only one three year camper permit can be issued per parcel. A Conditional Use Permit (CUP) will be required for each consecutive three year period. Regardless if parcel ownership changes, only one three year camper permit can be issued.
- **TOWN/UDC PERMITS MAY BE REQUIRED FROM TOWN MUNICIPALITIES. PROPERTY OWNER IS RESPONSIBLE FOR CONTACTING THEIR TOWN FOR MORE INFORMATION.**
- **THIS APPLICATION CONSTITUTES NOTICE THAT ALL IMPROVEMENTS ARE SUBJECT TO ACCESS AND/OR REVIEW BY THE LOCAL MUNICIPALITY’S TAX ASSESSOR FOR THE PURPOSE OF TAX ASSESSMENT.**

You (owner) 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.

I (owner) declare that this application (including any accompanying drawings and plans) has been examined by me, and to the best of my knowledge and belief it is true, correct and complete. I acknowledge that I am responsible for the detail and accuracy of all information contained in this application (including any accompanying drawings and plans), and I further declare that I recognize that this information provided will be relied upon by Burnett County in determining whether or not to issue a permit. I accept all liability that may be a result of Burnett County relying on the information I am providing in this application. I acknowledge that I will abide by all private/public covenants, restrictions, leases and easements which may apply to this parcel. I agree to permit county officials charged with administrating county ordinances or other authorized persons to have access to the above-described premises at any reasonable time for the purpose of inspection.

---ADDITIONAL COMMENTS FROM OWNER ALLOWED HERE---

OWNER’S SIGNATURE: _____

(DATE)

Property Owner is required to sign and date this application.

SUBMIT COMPLETED APPLICATION, MAPS, PLANS AND FEE TO:

BURNETT COUNTY LAND SERVICES
7410 COUNTY ROAD K, #120
SIREN, WI 54872

APPLICATIONS WILL BE ACCEPTED VIA USPS, ANY STANDARD COURIER, OR IN PERSON. PARTIAL OR INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT. NO EMAIL OR FAX APPLICATIONS WILL BE ACCEPTED.

ONLY CHECK, MONEY ORDER OR CASH PAYMENT WILL BE ACCPETED. CREDIT OR DEBIT CARDS ARE NOT ACCEPTED AT THIS TIME. PLEASE, MAKE CHECK PAYABLE TO: BURNETT COUNTY LAND SERVICES

Please call the Land Services Department if you have questions. 715-349-2109

Burnett County, WI ordinances can be found at: <http://www.burnettcounty.com/index.aspx?NID=1043>