VILLAGE OF WINNECONNE, WI
PO BOX 488 • Winneconne, WI 54986
PH. 920-582-4381 • FAX 920-582-0660

Permit No._____

Review fee: $100.00
Complete & sign only this side of application

ZONING PERMIT APPLICATION

VILLAGE OF WINNECONNE Tax Parcel No.: _____

Address of affected property: _____

Postal City: _____ **Zip** _____

Property Owner of Record: _____

Applicant/Builder: _____

(We can fill in the information below if you're not sure)

Plat name/CSM: _____ Block _____ Lot # _____

Proposed start date: _____ **Estimated Cost:** _____

Type of Construction: ☐ New ☐ Addition ☐ Alteration
☐ Other: _____

Existing Use: ☐ Vacant ☐ Single Family Dwelling
☐ Other: _____

Existing Structures: ☐ Vacant ☐ House ☐ Attached Garage ☐ Detached Garage

Other/Additional Structures: _____

Contact information below is for: ○ Owner ○ Applicant/Builder

Contact Name: _____

Mailing Address: _____

City: _____ **ST** _____ **Zip** _____

Contact Phone: _____ **Cell Phone:** _____

E-mail Address: _____

I would like to receive my permit by: ☐ E-Mail ☐ Mail

Describe your building/project (structure type, size, material, etc.):

_____

_____

_____

All single and multi-family dwelling zoning permit applications MUST include first floor blueprints.

Is there a walk-out basement?: ○ Yes ○ No

	1st Floor	2nd Floor	Garage	Other
Wall Hgt:				
Sq. Ft:				

Peak Height:_____ **Mid-Peak Height:** _____

Applicant must read and sign:

1. In accordance with Wisconsin State Statute 59.691, the information provided herein is to give you notice regarding potential wetlands. 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 waters 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 web page http://dnr.wi.gov/topic/surfacewater/swdv or contact your local DNR office.
2. As the applicant, I hereby acknowledge notice of this wetland information.
3. As the application I hereby grant permission for the Village Zoning Staff to enter the property for inspection purposes.
4. As the applicant I hereby acknowledge that this permit is null & void if issued in error or if any facts are misrepresented.

Signature: _____ Date: _____ **Zoning Admin Signature**: _____ **Date:** _____

Revised 3/2025

Submit application to our office with the *ORIGINAL INK* signature along with a complete site plan and the fee by mail or in person. DO NOT E-MAIL

Sample Site Plan – Zoning Permit

- Site plans must be **no larger than 11" x 17"** and are to be provided by owner/builder.
- Use a black and white copy of your parcel for the site plan*****. (It is difficult to see the site plan drawings on an aerial view of your property.)
- **Any** changes to the site plan originally submitted must be approved by the Zoning Department with the submission of a new site plan.
- Site plan revisions will be allowed up to six (6) months from the date of issuance of the permit. Changes after six (6) months will require a new permit application and fee.
- Incomplete site plans will be returned.

Site Plans must include:

- the exact dimensions of all existing and proposed structures.
- setback distances from all lot lines to all existing and proposed structures
- distances between existing and proposed structures at their closest points.
- the yard setback as *measured to the road right-of-way* - **not the pavement or centerline**.
- All new single and multi-family dwelling zoning permit applications must include first floor blueprints

You can use the attached template or print a GIS map of your property at the following link:

https://wcgis3.co.winnebago.wi.us/parcelviewer/

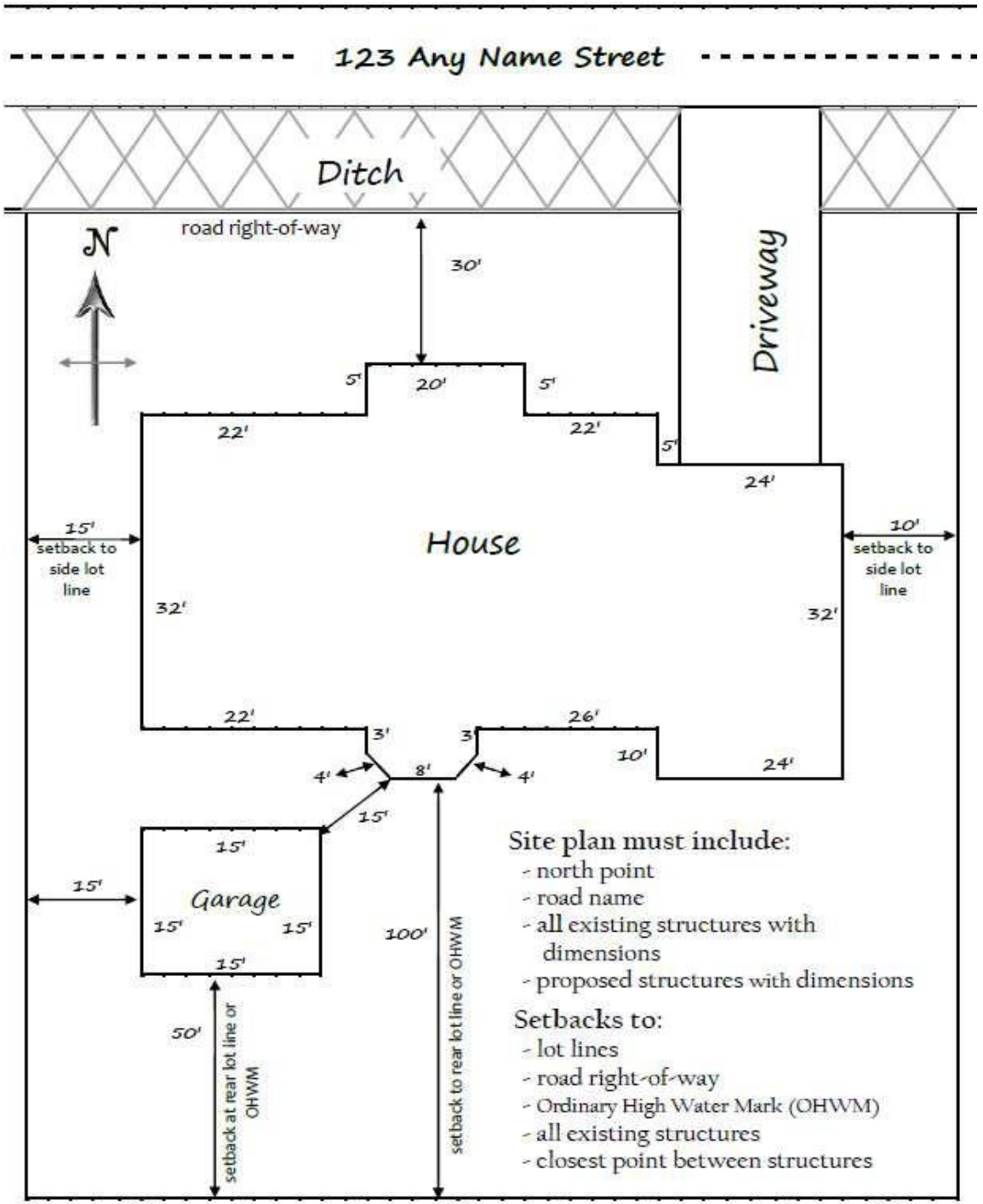
- It is your responsibility to contact the Village to determine if other permits are required.

Village of Winneconne Zoning Department

PO Box 488

Winneconne, WI 54986

920-582-4381



Revised 3/2025