



VILLAGE OF WINNECONNE

The Community of Opportunity

30 South First Street - P.O. Box 488 - Winneconne, Wisconsin 54986-0488 - 920-582-4381

www.winneconnewi.gov

AGENDA

Zoning Board of Appeals

Tuesday, July 14th, 2026 @ 5:30 pm

Village Board Room, 30 South First Street

Call to Order

Roll Call:

Chris Boucher, TJ Utschig, James Paulsen, Ben Mathe, Coralee Gulbrandsen
Zoning Administrator Allen Mankiewicz

Swearing in of New Members

Public Hearing

Open Public Hearing to hear comment on the variance request for parcel 191-0791, address of 607 Oak Street (area variance – setback) and parcel 191-0364, address of 517 Cleveland Street (area variance – accessory building, setback)

Close Public Hearing

New Business

Consideration and action to approve a variance request from the zoning standards for 191-0791, address of 607 Oak Street

Consideration and action to approve a variance request from the zoning standards parcel 191-0364, address of 517 Cleveland Street

Adjourn

The Winneconne Municipal Center is accessible to the physically disadvantaged. If special accommodations are necessary, please contact the Village Hall at 920-582-4381 and we will make every effort to accommodate the requests.

As defined under Wisconsin State Statute 19.82 a quorum of the Winneconne Village Board members may be present for informational purposes, but no Village Board action will be taken.

What is a Variance?

A variance is a request to deviate from current zoning requirements. If granted, it permits the owner to use his land in a way that is ordinarily not permitted by the zoning ordinance. It is not a change in the zoning law but a waiver of a certain requirement of the zoning ordinance. Examples where a variance might be applied would be to build a gazebo in the back yard, or to add a second story in a one-story zone, or to allow the owner of an odd-shaped lot to reduce slightly the setback requirements in order to fit a building.

What are the two types of Variance?

Wisconsin recognizes two types of variances: **area variances** and **use variances**. An **area variance** is usually not controversial because it is generally granted due to some odd configuration of the lot or some peculiar natural condition that prevents normal construction in compliance with zoning restrictions. For example if the odd shape of a lot prevents a house from being set back the minimum number of feet from the street the municipality will usually relax the requirement. A **use variance** regulates fundamentally how property may be used, in order to promote uniformity of land use within neighborhoods or regions.

Who determines if I can get a Variance?

In the Village of Winneconne, the Board of Appeals holds the public hearing at which you can make your case for a variance. Under State Statutes, the Board of Appeals holds your public hearing much like a court of law. In a quasi-judicial proceedings, the applicant (you) presents your case for why you feel you deserve a variance. Likewise, the Village Building Inspector will present the Zoning Codes that explains why your original request was turned down thus causing you to seek a variance.

What does it take to get a Variance?

According to Village Ordinance 9-7-21 (a)(3) a variance can be granted to you when you show that the zoning regulations create an "unnecessary hardship for you. The measure of "unnecessary hardship" is different depending on whether the variance requested is a use zoning variance or an area zoning variance. The use zoning variance standard is stricter than that of area zoning variance because the purpose of the zoning and the substantial effect of use variances on neighborhood and region character.

When considering either type of variance, the Board of Appeals will keep in mind that variances are intended to provide a means of relief from restrictions in cases where regulations that apply to all become unnecessarily burdensome to a few because of certain unique circumstances beyond your control.

The board will also consider whether the hardship caused you is outweighed by the purpose of the restriction.

What are the Legal Standards for Area Zoning Variances?

Every appellant (you) applying for an area zoning variance must first show the following:

1. That the hardship was not self-created.
- 2 That the hardship is unique to the property and not personal to the property owner.

After you have shown these two facts to the Board's satisfaction, the Board must decide if the zoning restrictions create an unnecessary hardship on the applicant. The restriction creates an unnecessary hardship when compliance with the strict letter of the zoning restrictions governing the area, setbacks, frontage, height, bulk or density does one of the following:

1. Unreasonably prevents the property owner from using the property for a permitted purpose; or
2. If compliance with such restrictions is unnecessarily burdensome to the property owner.

In making the assessment outlined above, the Board should consider all of the following:

1. The purpose of the zoning restriction in question;
2. The zoning restriction's effect on the property; and
3. The effect of the variance on the neighborhood and the larger public interest. (Note that a variance of any type cannot be contrary to the public interest.

What are the Legal Standard for Use Zoning Variances?

As with area variances, every appellant applying for use zoning variance must first show the following:

1. That the hardship was not self-created.
2. That the hardship is unique to the property and not personal to the property owner.

After the Board has established the above facts, it must consider whether the use zoning restriction creates an unnecessary hardship on the appellant property owner. In use zoning variances the unnecessary hardship standard is far stricter than it is for area variances and is "established only when, in the absence of a variance, no reasonable or feasible use can be made of the property. Under this standard, if there is *any* reasonable or feasible use to the property without a granting of variance, the variance should not be granted.

What steps do I need to take to apply for a variance?

1. Fill out the Variance application and submit it to the Zoning/Village Administrator.
2. Provide a check, made out to the Village of Winneconne, for \$250 for the Public Hearing. (This fee is for proper notification of your public hearing to neighboring property owners both through direct mail and newspaper publication).
3. Once your check and application are received, a date will be set by the Zoning Administrator, usually three weeks out, for your public hearing.
4. Attend the Public Hearing with copies of building plans, detailed site plans and topography maps (if necessary) to help explain your hardship.

Important point: The Public Hearing is a quasi-judicial proceedings. You are not allowed to plead /communicate your case with members of the Board of Appeals prior to your hearing. This "ex-parte" communications could disqualify the board members from hearing your case. A list of those members are available at Village Hall.

POST THIS CARD ON THE FRONT OF THE BUILDING

VILLAGE OF WINNECONNE

THIS CERTIFIES THAT A

ZONING PERMIT

HAS BEEN ISSUED TO: Blaine Ott

WHEREAS THE PLANS AND SPECIFICATIONS
SUBMITTED BY THE APPLICANT COMPLY WITH THE
REQUIREMENTS OF THE VILLAGE ZONING ORDINANCE
AND THEREFORE IS AUTHORIZED TO PROCEED WITH
BUILDING A New Home

No. 2026- 0608-1046 Parcel #- 1910791

Address: 607 Oak St Winneconne, WI

Date Approved: / / 2026

ZONING ADMINISTRATOR



607 Oak St Variance Request Addendum

To clarify the request. The variance request is for 14.5' from lot line line rather than 25'.

PAID
\$250.00
CK 3132

VILLAGE OF WINNECONNE

ZONING VARIANCE APPLICATION

APPLICANT'S NAME Blaine Ott

PROPERTY ADDRESS 607 Oak St Winneconne, WI 54986

PROPERTY OWNER (IF DIFFERENT THAN APPLICANT) _____

TYPE OF VARIANCE (CIRCLE ONE) AREA VARIANCE USE VARIANCE

VARIANCE REQUEST I am seeking a variance from the 25' building setback required from
Oak St as well as reduce the required setback from the ordinary
high water mark of navigable waters to 25'.

REASON/REASONS The current setback ordinance creates a hardship due to the buildable
area of the lot being 12' on the eastern side of the property.

The proposed building plan increases a setback that currently

exists with the current structure. This property sits at the end of
and past the exiting pavement on Oak St towards Lake
Winneconne and would not affect any neighbors.

SIGNATURE BOT DATE 6/7/2026

APPLICATION FEE \$ _____ FEE IS NON-REFUNDABLE, REGARDLESS OF OUTCOME,
AND MUST BE PAID BEFORE APPLICATION IS GIVEN
CONSIDERATION BY THE PLANNING COMMISSION.

FOR STAFF USE ONLY

FEE PAID \$ _____ DATE PAID _____

ZONING DISTRICT _____ PUBLIC HEARING DATE _____

PRESENT STANDARDS: FRONT YARD _____ SIDE YARD _____

REAR YARD _____ LOT SIZE _____

MINIMUM VARIANCE NEEDED _____

**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.: 1910791Address of affected property: 607 Oak StPostal City: Winneconne Zip 54986Property Owner of Record: Blaine OttApplicant/Builder: Blaine Ott / Corbett Construction

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

Plat name/CSM: _____ Block _____ Lot # _____

Proposed start date: October 2026 Estimated Cost: 300,000.00Type of Construction: ☒ New ☐ Addition ☐ Alteration
☐ Other: _____Existing Use: ☐ Vacant ☒ Single Family Dwelling
☐ Other: _____Existing Structures: ☐ Vacant ☒ House ☒ Attached Garage
☐ Detached Garage
Other/Additional Structures: Unattached shedContact information below is for: ☒ Owner ☐ Applicant/BuilderContact Name: Blaine OttMailing Address: 2312 S East StCity: Appleton ST WI Zip 54915Contact Phone: 920-200-2100 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.):**Building single family house to replace existing structure.Construction materials are stick framing, Hardi board siding, metal roof, vinyl framed windows. 2320ft2 in total

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:	<u>10'</u>	<u>10'</u>	<u>10</u>	
Sq. Ft:	<u>986</u>	<u>1334</u>	<u>897</u>	

Peak Height: 30'-6 1/4" Mid-Peak Height: 21'-1"**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: 6/7/2026

Revised 8/2023

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://wcdgis3.co.winnepago.wi.us/parcelviewer/>

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

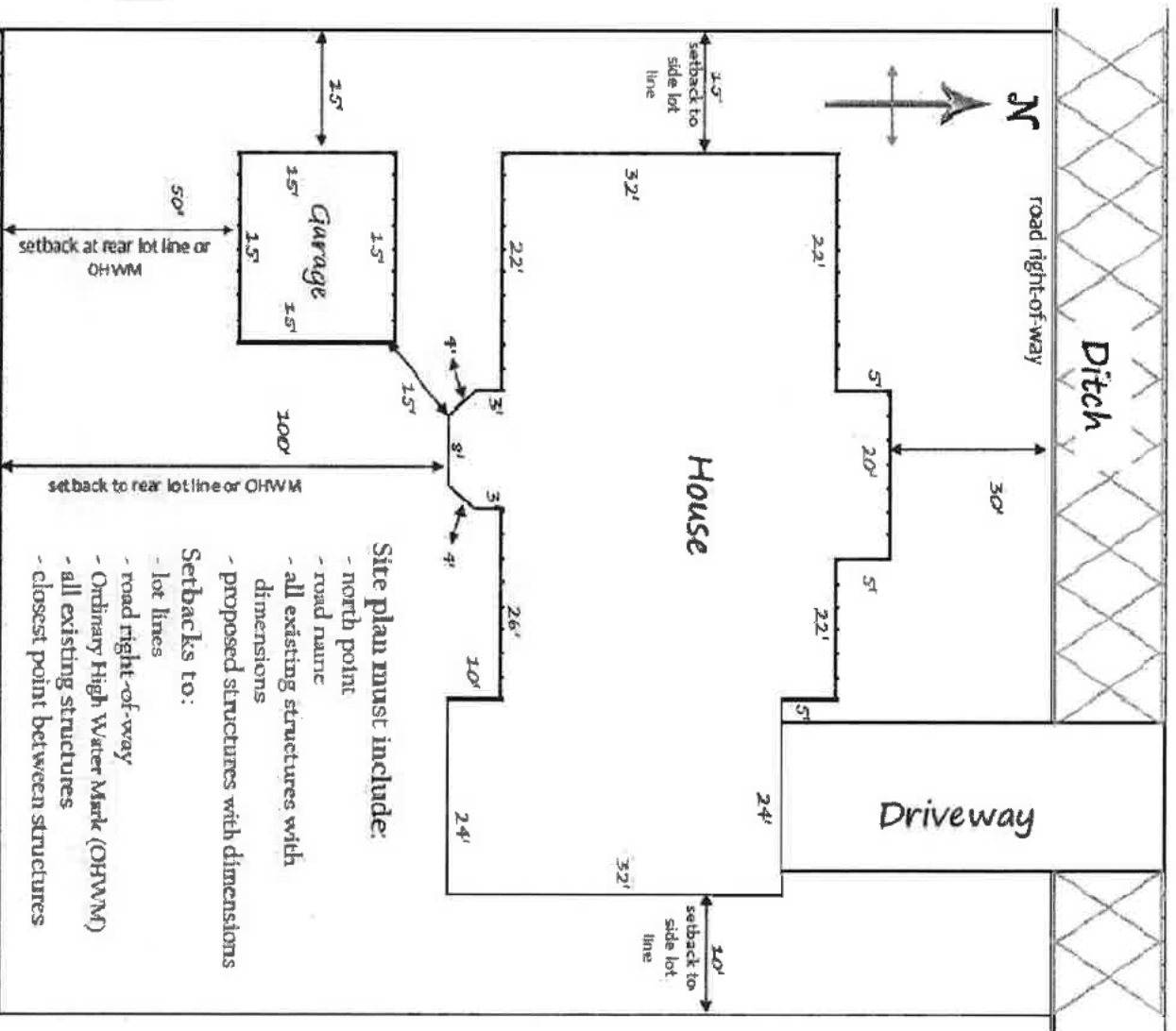
Village of Winnecone Zoning Department

P.O. Box 488

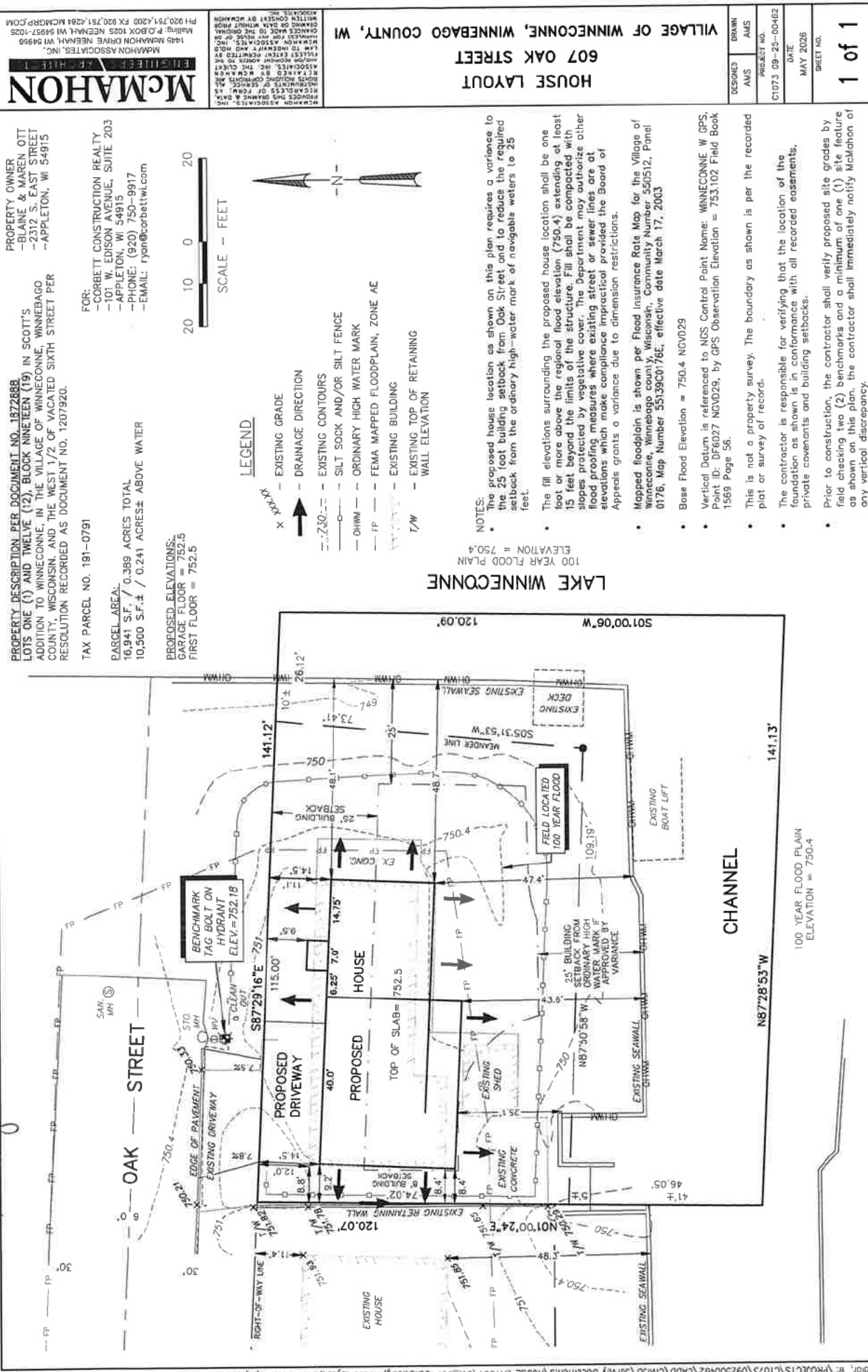
Winnecone, WI 54986

920-582-4381

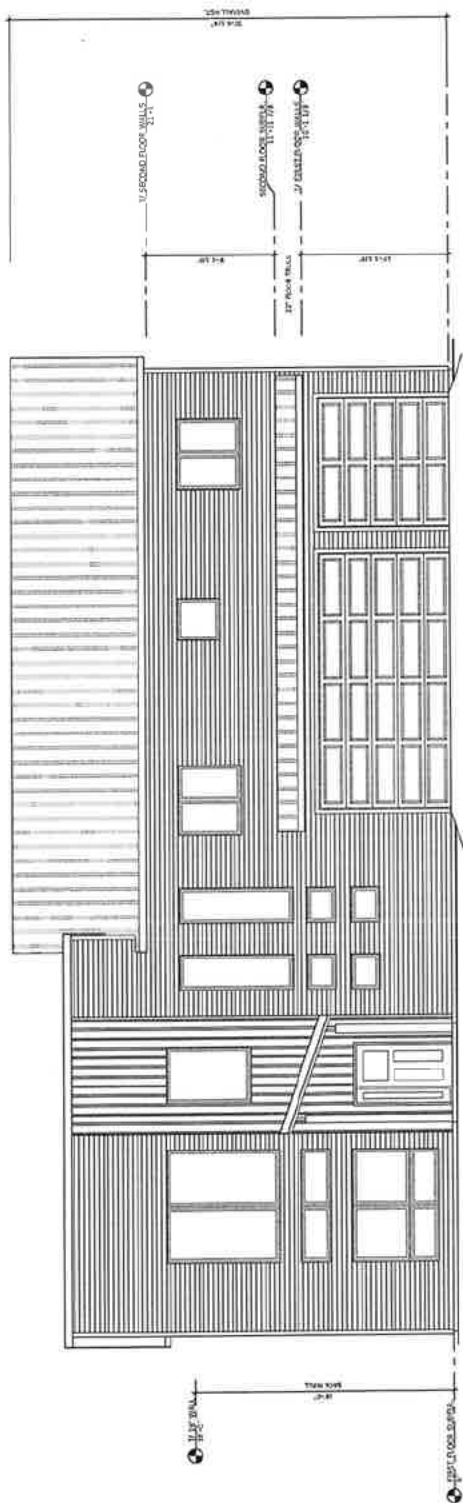
----- 123 Any Name Street -----



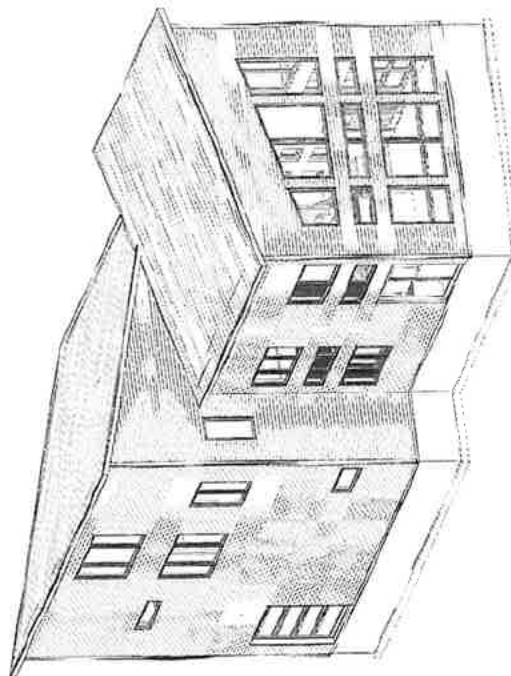
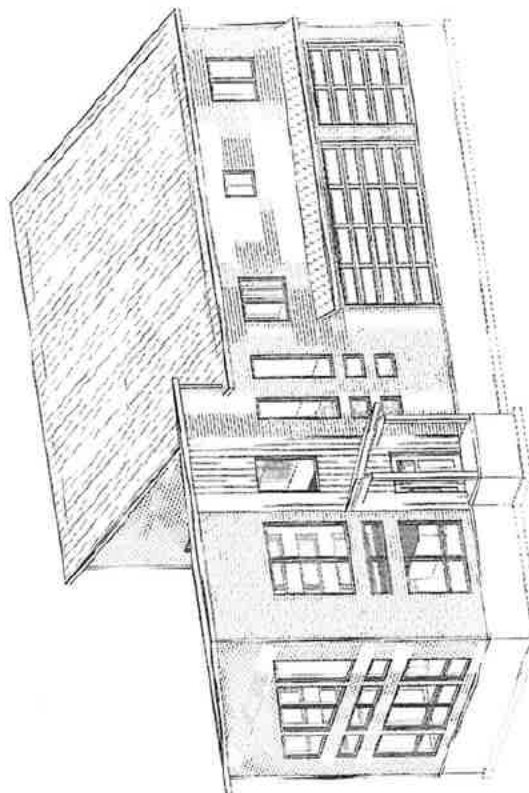
R-1B
Street 25ft
Rear 25ft
Side 8ft
Driveway 30ft



FIRST FLOOR AREA 986 SF
 SECOND FLOOR AREA 1334 SF
TOTAL AREA 2320 SF
 GARAGE AREA 897 SF
 MECH. ROOM 83 SF



FRONT ELEVATION
 1/4" = 1'-0"



FINAL PLAN

BLAINE & MAREN OTT

Proxel
 ProxelTeam.com

125-074-W
A1
 1/4" = 1'-0"
 CADD NOTES

1	SCHEMATIC DEVELOPMENT	10/20/10
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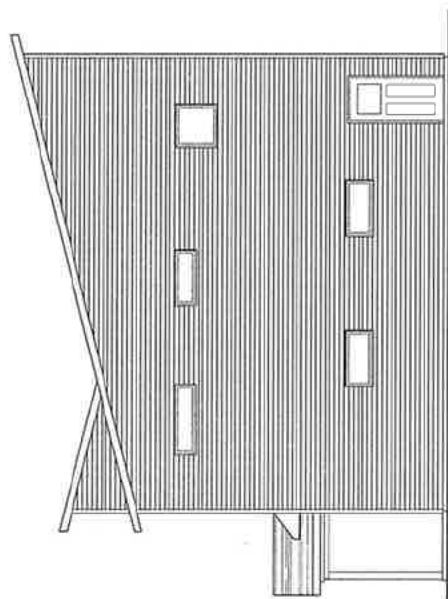
FIRST FLOOR AREA 986 SF
 SECOND FLOOR AREA 1334 SF
TOTAL AREA 2320 SF
 GARAGE AREA 897 SF
 MECH. ROOM 83 SF

125-974-W	125-974-W
A2	A2
1/4" = 1'-0"	1/4" = 1'-0"
CALL LETTERS	CALL LETTERS
DATE	DATE
BY	BY
CHECKED BY	CHECKED BY
APPROVED BY	APPROVED BY
125-974-W	125-974-W
A2	A2
1/4" = 1'-0"	1/4" = 1'-0"
CALL LETTERS	CALL LETTERS
DATE	DATE
BY	BY
CHECKED BY	CHECKED BY
APPROVED BY	APPROVED BY

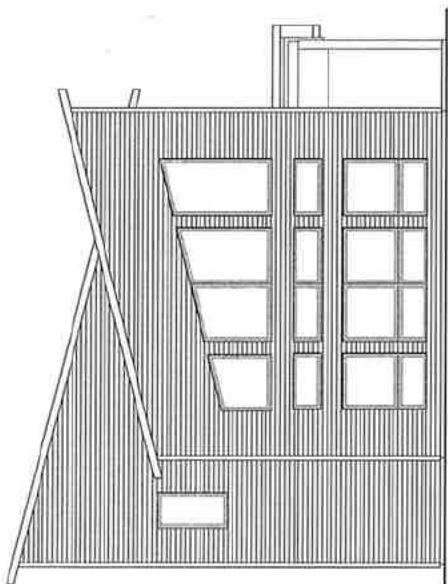
BLAINE & MAREN OTT

Final
 Drexeltram.com
 125-974-W
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 1/4" = 1'-0"
 CALL LETTERS
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 BY
 CHECKED BY
 APPROVED BY

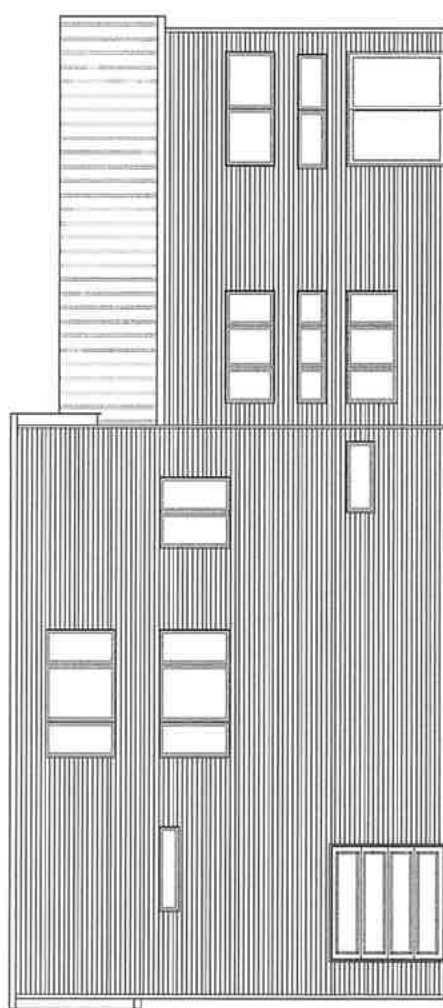
FINAL PLAN



RIGHT ELEVATION
 1/4" = 1'-0"



LEFT ELEVATION
 1/4" = 1'-0"



REAR ELEVATION
 1/4" = 1'-0"

A4	1/4" = 1'-0"
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A4	$3/4" = 1'-0"$
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FIRST FLOOR AREA	986 SF
SECOND FLOOR AREA	1334 SF
TOTAL AREA	2,320 SF
GARAGE AREA	897 SF
MECH. ROOM	83 SF

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477	50000000	50000000
478	50000000	50000000
479	50000000	50000000
480	50000000	50000000

[illegible]

WILEY-VCH Verlag GmbH & Co. KGaA, Weinheim

BLAINE & MAREN OTT

1/4" = 1'-0"	A4	125-374-W
		

 $1/4'' \approx 1^{\circ} 0'$ 

1/4" = 1'-0" WALL HEIGHT: 9'-1 1/8"

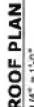


FINAL PLAN

FINAL PLAN

MECH. ROOM
83 SF

1/4" = 1'-0"	A6	125-374.W
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[illegible]

POST THIS CARD ON THE FRONT OF THE BUILDING

VILLAGE OF WINNECONNE

THIS CERTIFIES THAT A

ZONING PERMIT
variance

HAS BEEN ISSUED TO: Doug Nelson

WHEREAS THE PLANS AND SPECIFICATIONS
SUBMITTED BY THE APPLICANT COMPLY WITH THE
REQUIREMENTS OF THE VILLAGE ZONING ORDINANCE
AND THEREFORE IS AUTHORIZED TO PROCEED WITH
BUILDING A Accessory Building

No. 2026-0529-1045 Parcel #- 1910364

Address: 517 Cleveland St Winneconne, WI

Date Approved: / / 2026

ZONING ADMINISTRATOR



PAID
\$250 CK4027

VILLAGE OF WINNECONNE

ZONING VARIANCE APPLICATION

APPLICANT'S NAME Douglas A. Nelson

PROPERTY ADDRESS 519 Cleveland

PROPERTY OWNER (IF DIFFERENT THAN APPLICANT) SAME

TYPE OF VARIANCE (CIRCLE ONE) AREA VARIANCE USE VARIANCE

VARIANCE REQUEST allow accessory building
To exceed the 1500 sq ft
requirement

REASON/REASONS Need addition space for
tenants and a couple spaces
for maintenance equipment.

SIGNATURE Douglas Nelson DATE 5/29/26

APPLICATION FEE \$ 250.00

FEE IS NON-REFUNDABLE, REGARDLESS OF OUTCOME,
AND MUST BE PAID BEFORE APPLICATION IS GIVEN
CONSIDERATION BY THE PLANNING COMMISSION.

FOR STAFF USE ONLY

FEE PAID \$ _____

DATE PAID _____

ZONING DISTRICT _____

PUBLIC HEARING DATE _____

PRESENT STANDARDS: FRONT YARD _____

SIDE YARD _____

REAR YARD _____

LOT SIZE _____

MINIMUM VARIANCE NEEDED _____

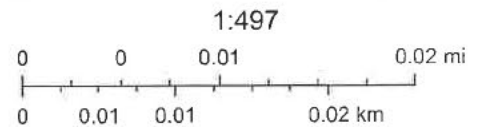
*Allen - this variance request will also be for setback variance from
the road right of way*

Site Map



4/14/2026, 11:40:16 AM

- | | |
|--------------------------------------|------------------------------------|
| Adjacent Counties | Navigable - Intermittent (checked) |
| Lakes, Ponds and Rivers | Navigable - Stream (checked) |
| Navigable Waterways | Tax Parcel Boundary |
| Navigable - Permanent (unchecked) | Road ROW |
| Navigable - Intermittent (unchecked) | 2025 Air Photo |
| Navigable - Stream (unchecked) | Red: Band_1 |
| Navigable - Permanent (checked) | Green: Band_2 |



Winnebago County GIS

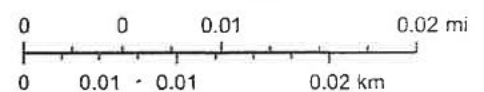
Site Map



4/14/2026, 11:40:16 AM

1:497

- | | |
|--|--------------------------------------|
| — Adjacent Counties | — Navigable - Intermittent (checked) |
| — Lakes, Ponds and Rivers | — Navigable - Stream (checked) |
| Navigable Waterways | — Tax Parcel Boundary |
| — Navigable - Permanent (unchecked) | — Road ROW |
| — Navigable - Intermittent (unchecked) | 2025 Air Photo |
| — Navigable - Stream (unchecked) | Red: Band_1 |
| — Navigable - Permanent (checked) | Green: Band_2 |



Winnebago County GIS

Winnebago County GIS

**VILLAGE OF WINNECONNE, WI**

CSR@winneconnewi.gov for submittals
Payments: Village of Winneconne, P.O. Box 488, Winneconne,
WI 54986

Building Inspector: AJ Inspection Services (920)410-6677
ajinspection@outloo.com

PERMIT APPLICATION

Permit # _____

PLEASE COMPLETE ALL APPLICABLE SECTIONS

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

LOCATION	JOB SITE ADDRESS (Street Number and Name) 517 Cleveland		PARCEL # 191-0364	LOT/SUBDIVISION Williamsport Add	
PROPERTY OWNER	PROPERTY OWNER'S FULL NAME Douglas A. Nelson			DAYTIME PHONE #	
	PROPERTY OWNER'S MAILING ADDRESS (Include Zip Code) P.O. Box 188 Winneconne WI 54986			Email Address	
PERMIT APPLICANT	PERMIT APPLICANT'S COMPANY NAME Parkview Apts		PERMIT APPLICANT'S FULL NAME Douglas A. Nelson		DAYTIME PHONE #
	PERMIT APPLICANT'S MAILING ADDRESS (Include Zip Code) P.O. Box 188 Winneconne 54986		FAX #		CELL PHONE #
BUILDING CONTRACTOR	BUILDING CONTRACTOR'S COMPANY NAME Parkview Apts		BUILDING CONTRACTOR'S FULL NAME Douglas Nelson		DAYTIME PHONE # SAME
	BUILDING CONTRACTOR'S MAILING ADDRESS (Include Zip Code) SAME AS ABOVE		WI DWELLING QUALIFIER #		WI DWELLING CONTRACTOR #
SEWER CONTRACTOR	SEWER CONTRACTOR'S COMPANY NAME N/A		SEWER CONTRACTOR'S FULL NAME N/A		WI PLUMBING CREDENTIAL #
	SEWER CONTRACTOR'S MAILING ADDRESS (Include Zip Code) N/A				DAYTIME PHONE #
PROJECT	PROJECT TYPE (New, Addition, Remodel, Deck/Porch, <u>Unattached Garage</u> over 200ft, Roofing, Siding, Windows/Doors, Raze, Signage)		BUILDING TYPE (Single Family, Duplex Multi Family, Commercial/Industrial, <u>Grange/Storage</u> , Agricultural, Other)		WORK TYPE (<u>Building Construction</u> , <u>Electrical</u> , Plumbing, Heating/Ventilating/Air Conditioning, Other)
EST COST	BUILDING CONSTRUCTION (\$) 140,000	ELECTRICAL (\$) 2,000	PLUMBING (\$)	HVAC (\$)	OTHER (\$)
					TOTAL ESTIMATED COST (\$) 142,000
JOB DESCRIPTION (Be detailed, include Drawing)					
BUILDING FEATURES (COMPLETE THIS SECTION FOR NEW BUILDINGS AND ADDITIONS ONLY)	CONSTRUCTION TYPE (<u>Site Constructed</u> or Manufactured)		BASEMENT? (Yes or <u>No</u>)	# OF STORIES (Above Basement) 1	FOUNDATION TYPE (<u>Poured Concrete</u> , Masonry Block, Treated Wood, Etc.)
	ELECTRICAL SERVICE SIZE (Amperes) 200 AMP		ELECTRICAL SERVICE LOCATION (Overhead or <u>Underground</u>)		BUILDING USE (<u>Permanent</u> or Seasonal)
	HVAC EQUIPMENT (Forced Air, Radiant, Heat Pump, Boiler, Etc.) N/A		HVAC FUEL N/A		WATER HEATING FUEL N/A
	CENTRAL AIR CONDITIONING? (Yes or <u>No</u>)		SEWER TYPE (Municipal or Private) N/A		WATER SUPPLY N/A
SIGNATURE	ENTER YOUR INITIALS IN THIS BOX TO VERIFY THAT YOU HAVE READ AND AGREE TO THE TERMS AND CONDITIONS DETAILED BELOW (REQUIRED FOR APPLICATION TO BE PROCESSED) SIGNATURE Douglas A. Nelson				APPLICATION DATE
	BUILDING INSPECTOR SIGNATURE _____				CONSTRUCTION START DATE Aug 1st

BY INITIATING THE BOX ABOVE, THE PERMIT APPLICANT DOES HEREBY CERTIFY THAT: (1) ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT. (2) THE PERMIT APPLICANT UNDERSTANDS THAT THE ISSUANCE OF A PERMIT CREATES NO LEGAL LIABILITY, EXPRESSED OR IMPLIED, ON THE VILLAGE OF WINNECONNE OR ON ANY OF ITS EMPLOYEES. (3) IN THE PERFORMANCE OF ALL WORK COVERED, THE PERMIT APPLICANT WILL BE BOUND BY AND SUBMIT TO ALL STATUTES OF THE STATE OF WISCONSIN, CONFORM TO ALL APPLICABLE CODES AND ORDINANCES OF THE VILLAGE OF WINNECONNE, AND ABIDE BY ALL RULES AND REGULATIONS PRESCRIBED BY THE DEPARTMENT OF CODE ADMINISTRATION.