

PART I	COUNTY USE ONLY		
	Parcel/Tax ID # _____ - _____ - _____	Date Issued _____	Permit # _____

PART II (Black or blue ink only)	Owner		Contractor (Applicant)				
	Name _____		Name _____				
	Address _____		Address _____				
	City _____ State _____ Zip _____		City _____ State _____ Zip _____				
	Home Phone _____ Work/Cell Phone _____		Home Phone _____ Work/Cell Phone _____				
Site Address _____		Parcel/Tax ID# _____ - _____ - _____					
Township _____		_____ 1/4, _____ 1/4, Sec _____, T _____ N, R _____ E					
Lot _____ Block _____ Subd/Plat _____		CSM # _____					
Proposed Project(s) _____							
Use of Project(s) <input type="checkbox"/> Agricultural <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Recreational <input type="checkbox"/> Residential <input type="checkbox"/> Other _____							
Type of Project		Project #1 Dimensions	Distances to Lot Lines (ft)	Type of Project	Project #2 Dimensions	Distances to Lot Lines (ft)	
<input type="checkbox"/> Principal		Lth/Wth _____ x _____	Front _____	<input type="checkbox"/> Principal		Lth/Wth _____ x _____	Front _____
<input type="checkbox"/> Accessory		Area _____ ft ²	Front _____	<input type="checkbox"/> Accessory		Area _____ ft ²	Front _____
<input type="checkbox"/> New		Height _____ ft	Side _____	<input type="checkbox"/> New		Height _____ ft	Side _____
<input type="checkbox"/> Addition		Stories _____	Side _____	<input type="checkbox"/> Addition		Stories _____	Side _____
<input type="checkbox"/> Grade/Fill		Bedrooms _____ (new)	Rear _____	<input type="checkbox"/> Grade/Fill		Bedrooms _____ (new)	Rear _____
<input type="checkbox"/> Sign		Bedrooms _____ (total)	Shore _____	<input type="checkbox"/> Sign		Bedrooms _____ (total)	Shore _____
Cost of Construction w/Labor \$ _____				Cost of Construction w/Labor \$ _____			

PART III COUNTY USE ONLY	COUNTY USE ONLY		Zoning District _____		Data by _____ Date _____	
	Yes	No	Yes	No	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Shoreland*		After the Fact		Existing Nonconforming	
	<input type="checkbox"/> Wetland		<input type="checkbox"/> BOA _____		Equalized Assessed Value	
	<input type="checkbox"/> Floodway		<input type="checkbox"/> P&Z _____		\$ _____	
	<input type="checkbox"/> Flood Fringe		<input type="checkbox"/> ETZA _____		Construction Cost w/Labor	
	<input type="checkbox"/> General Floodplain		<input type="checkbox"/> POTW _____		\$ _____	
	<input type="checkbox"/> Wall Insp. Req.		<input type="checkbox"/> POWTS _____		% of assessed value	
	<input type="checkbox"/> Final Insp. Required		<input type="checkbox"/> DWF _____		<input type="checkbox"/> >50% of Eq. Assessed Val.	
<input type="checkbox"/> Other Insp. (see notes)						
NOTES _____						
*Shoreland may have additional requirements.						

PART IV	The owner, or contractor acting on behalf of the owner, hereby certifies that the information submitted on and with this application, is true and correct to the best of their knowledge. The owner hereby grants Green Lake County Zoning staff permission to enter the subject property to inspect the above-described project(s) for compliance with all applicable conditions and ordinances. This permit is valid for one year from the date of issuance. This permit may be renewed prior to expiration and if so will be subject to the rules in force at the time of renewal.					
	Permit Fee \$ _____	Owner/Contractor Signature _____	Date _____			
	Check # _____	Zoning Official Signature _____	Date _____			
	Receipt # _____	All Checks Payable to "Green Lake County"				PZZ-001 (06/23)

APPLICATION INSTRUCTIONS

- Part I**
- To be completed by County Staff. Leave Blank.
- Part II**
- Complete as much of **Part B** as possible.
 - Proposed Project(s).** Two blank lines are provided to describe the nature of the project(s).
 - Use of Project(s).** Choose one category that best describes the primary use of the project once it is finished.
 - Dimensions.** Provide the length, width, area and height (to peak) of the proposed project.
 - #Bedrooms.** For residential structures report the total number of bedrooms including existing and proposed.
 - Distances to Lot Lines.** Measured from the property line to the closest point of the proposed project, but exclude eaves and windows that project one (1) foot or less from the wall.
 - Front.** The second space provided for **Front** lot lines only applies to corner lots or lots with two frontages.
 - Shore.** Refers to the Ordinary High Water Mark (OHWM) of the water body in question. This distance is always measured as the shortest distance between the proposed project and the OHWM. County Staff is available to assist in determining the location of the OHWM.
 - Cost of Construction w/Labor.** Refers to the total cost of all materials and labor to complete the project(s).
- Part III**
- To be completed by County Staff. Leave Blank.
- Part IV**
- Permit Fee** must be submitted by cash or check payable to Green Lake County.
 - See **Table 1** below to determine the appropriate permit fee.
 - For multiple projects the Permit Fee is based on the combined construction costs of for all projects.

SITE PLANS, BUILDING PLANS, AND ADDITIONAL INFORMATION

- All applications must be accompanied by a site plan. **Figure 1** below is an example of an acceptable plan.
- Site plans must be submitted on a separate sheet of paper (8½" x 11" minimum).
- All site plans must be signed and dated by the owner or the owner's contractor.
- The Zoning Office reserves the right to require the submittal of a Certificate of Survey prior to permit issuance.

Site plans must be drawn to scale and show:

- Location and dimensions of the proposed project
- Location and dimensions of existing structures
- Dimensions of the property
- Location and names of abutting roads, lakes & streams
- North arrow

Distances must be shown from the project to:

- Lot lines
- Road right-of-ways
- Water bodies
- Septic tanks, holding tanks & soil absorption systems
- Nearby structures (within 50 feet)

- Building plans & side elevation drawings must be submitted for all new homes and other principal structures.**
- Finished yard grades within 20 feet of the proposed structure must be shown on the side elevation drawings.**
- For Shoreland Zoning additional information such as impervious surface treatment may be required. Contact the Department to determine if any additional requirements apply.**

Table 1 - Fee Schedule

Cost of Construction	Fee
\$0 - \$999.....	\$50
\$1,000 - \$99,999.....	\$150
\$100,000 - \$199,999.....	\$300
\$200,000 - \$299,999.....	\$400
\$300,000 - \$399,999.....	\$500
\$400,000 - \$499,999.....	\$600
\$500,000 - \$599,999.....	\$700
\$600,000 - \$699,999.....	\$800
\$700,000 - \$799,999.....	\$900
\$800,000 - \$899,999.....	\$1,000
\$900,000 - Or more	\$1,250

Application fees are non-refundable.

Renewal fee is the same as initial fee.

Fee for after-the-fact permit is doubled.

Figure 1 - Sample Site Plan

