## 2023 SAUK COUNTY LAND RESOURCES & ENVIRONMENT **APPLICATION FOR PERMITS**

Septic Tank Septic Field

2023 SAUK COUNTY LAND APPLICA	RESOURCES & I		ENT	Date Issued Recpt: Pmnt:	Fees: Fees: EA CUI BOA #: Date Re Review	COUNTY County ID Land Use Sanitary:
505 Broadway, Baraboo, WI 539				) Iss pt: t:	CUI CUI CUI CUI CUI CUI	UNI nty d Us tary
SECTION 1: LANDOWNER IN	FORMATION »»»»	·»»»»»»»»»»»»»	»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»»	ued:	Fees: Fees: EA CUP/CUP: BOA #: Date Reviewed Reviewed by:	COUNTY USE ONLY - County ID: Land Use Sanitary:
Land Owner:				_	<u>e</u>	O
Mailing Address:				_		
City:						
Phone:	Email:	•		_		
*All information on this form could be subject to open				_		
SECTION 2: PROPERTY DESC	CRIPTION »»»»»»»»	******	·»»»»»»»»»»»	·**		
Tax Parcel#	CSM/Subo	livision:	Lo	ot#Road N	Vame:	
Town of:		/4,1/4, Sec	ction, T	N, R	E Lot Size (A	cres):
FEE AMOUNTS (please refer to a	uttached fee table for	description & to	determine fees)			
Land Use Pla	n Review	Filling/Grad	Soils	Filing	_Septic	Groundwater
PenaltiesFire	e# \$	_TOTAL FEES	DUE Make ch	necks payable to <b>Sa</b>	uk County LRE	
Land Use Fees a	re tripled, and sanitary fe	es are doubled for sta pplication Fees a			g a permit.	
SECTION 3: LAND USE DESCI	RIPTION»»»»»»»»»	·»»»»»»»»»»»	·»»»»»»»»»»»	 ·»»»»»»»»»»»»»»	»»»»»»»»»»»»	»»»»»»
SIGNED & DAT	TED PLOT PLAN, EROSION	CONTROL PLANS AND	D FLOOR PLANS RE(	QUIRED ON 8½ X 11 PAPI	ER ONLY	
☐ Owner/Self Contractor:			Phone:			
Mailing Address: □Same as Section						
Describe all to be permitted:						
Use of structure(s):						
Mail permit(s) to:Owner						
	_				I	
Structure Type:	Structure Si			I ROW of	Setback to Septic	Setback to O.H.W.M
Structure Type.	(W/L/H)	Lot Lines	Rear Lot Lin	Road	tank/field	(Ordinary High Water Mark)
	/ /	/			/	
	/ /	/			/	
	/ /	/			/	
Setback Survey Required *A sur Section 7.153(7). (See Appendix A SECTION 4: DRIVEWAY PERI	A)					_
A driveway permit from Sauk Counuse/sanitary permit application, as p	ty Highway Departm	nent, Wisconsin D	OOT and/or the le			
<ul><li>□ Driveway permit/approval</li><li>□ Driveway permit/approval</li></ul>	is attached from the is attached from the	Town of: Sauk County Hig	hway or State of	f Wisconsin DOT:		
SECTION 5: PLUMBING DESC	CRIPTION »»»»»»	»»»»»»»»»»»»»	»»»»»»»»»»»	»»»»»»»»»»»»»»»»	»»»»»»»»»»»»»»	»»»»»»»
Septic Installer:	·					
Email:		□ New □	☐ Replacement	□ Reconnection	1	
System Type:						
			0-411			
System Type: Setbac	ck to Structures(s)	Setback Side Lot Lines	Setback to Rear Lot	Setback R.O.W of Road	Setback to O.H.W.M.	Setback to Well

Fire# Assigned:  ECTION 7: EROSION CONTROL AND STOP on erosion control plan and/or engineered stormwater methapter 51 Sauk County Erosion Control and Stormwater ollowing:  The project will disturb over 4,000 square feet no	nanagement plan may be re	FireDst:	Ambdst:	Firewrd:	PO:
An erosion control plan and/or engineered stormwater me Chapter 51 Sauk County Erosion Control and Stormwate Chapter 51 Sauk County Erosion Control and Stormwate Chapter 51 Sauk County Erosion Control and Stormwater The Project will disturb over 4,000 square feet no	nanagement plan may be re				
An erosion control plan and/or engineered stormwater me Chapter 51 Sauk County Erosion Control and Stormwate Chapter 51 Sauk County Erosion Control and Stormwate Chapter 51 Sauk County Erosion Control and Stormwater The Project will disturb over 4,000 square feet no	nanagement plan may be re	ATTINITE .			
Chapter 51 Sauk County Erosion Control and Stormwate Chapter 51 Sauk County Erosion Chapter 51 Sauk Chapt					
	C				
The project will result in the excavation or filling				dwelling.	
f one or more of the standards above are met, an eros	sion control plan/permit is	required. See App	pendix B.		
The project will disturb 1-acre or more. The project will result in a cumulative addition o	of 20,000 square feet of im	pervious surface to	o the site.		
f one or both standards above are met, an engineered	stormwater plan/permit a	nd erosion control	plan/permit	are required.	
The project is located within 300 feet of a naviga	able lake, pond, or waterw	ay.			
Verify with Sauk County LRE for project requiremen	nts located within 300 fee	of a navigable bo	dy of water.		
mpervious surface area calculations are required per mpervious surface standards apply to the construction riparian lot or parcel and any non-riparian lot or paravigable lake, pond, flowage or waterway.	r Section 8.014 of the Saton, reconstruction, expansion,	ik County Shorela sion, replacement,	nd Protectio or relocation	n Ordinance. The of ANY imper	he County vious surface or
Worksheet No. 1: Impervious Surface Area Calc Shoreland Protection - Impervious Surface Affida Register of Deeds.		ng. An affidavit, <sub>I</sub>	olans and fee	s attached for re	cording with
ECTION 9: FLOOR PLAN ************************************	y structure you are buildi eting. These dimensions s	ng. This includes hall match what i	any accessors provided in	ry structure. Ple 1 Section 3: Size	ease also provide e of Structure(s)
ample Floor Plan:		Sample Di	nensions:		
MACORIUE STRAN	STORAGE				
Bater	77.5 FOURSTON				

MATTS GAME ROOM

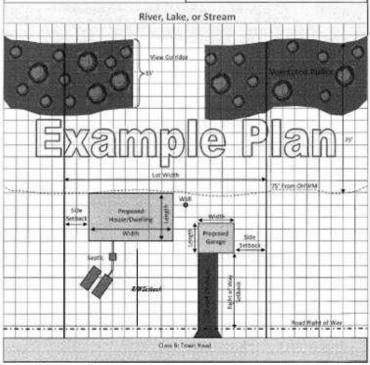
FRONT PORCH

Property owners are responsible for properly identifying all structures, lot lines and easements. In addition, all permanent land features; public roads, wells, navigable water, wetlands, floodplain, drainage ways, rock outcrops and steep slopes shall be clearly identified on all plot plans. All Fire number information must be shown on a Plot Plan.

Sauk County mapping site: <a href="https://gis.co.sauk.wi.us/ZoningiSite/">https://gis.co.sauk.wi.us/ZoningiSite/</a>

The plot plan shall include a north arrow, be drawn to scale and with dimensions shown and be legible. If the above information is not shown, your entire permit application package will be denied, and your permit review fees are not refundable.

☐ Lot line/boundaries of the parcel/lot ☐ Location of proposed structure(s) ☐ Location of navigable water ☐ Setback distances to all items on this list	☐ Location of existing road/road right of way ☐ Location of proposed/existing septic tank/field ☐ Location of proposed/existing driveway detailed on map and represented in Section 3 of permi	☐ Location of easements ☐ Location of proposed/existing well ☐ North arrow & scale t application



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Upon signing this document, I take the full responsibility to obtain all necessary permits, from all appropriate <u>Federal, State, County and/or Town governmental units.</u> I also understand that I MUST receive a Sauk County permit prior to receiving a building permit from my local Town.

- A) I hereby certify that all information, attached plot plan and floor plans are true and correct. I understand that no construction, including but not limited to the pouring of a foundation or basement or the construction or alteration of any other structure may occur before the issuance of all necessary permits and that if building does occur before that time, I am subject to penalty fees in addition to my land use and/or sanitary fee, citations to be paid to Sauk County Clerk of Courts, and/or removal of the non-permitted structure(s).
- B) I will allow representatives from the Sauk County Land Resources & Environment Department to access my property to inspect the project's construction, operation and/or maintenance.
- C) The permit card must be posted on-site <u>prior</u> to starting any construction. If proper posting is not done, the property owner may be found in violation and subject to citations.
- D) The issuance of a land use permit shall not be deemed or construed to be a permit for, or an approval of, any violation of any of the regulations of the Sauk County Code of Ordinances.
- E) Pursuant to \$59.691(3) Stats, the applicant must sign below to acknowledge the receipt of the following: 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 DNR Service Center.
  - WI DNR Wetlands Identification web page: <a href="https://dnr.wi.gov/topic/wetlands/identification.html">https://dnr.wi.gov/topic/wetlands/identification.html</a> WI DNR Waterway & Wetland Permits web page: <a href="https://dnr.wi.gov/topic/waterways/">https://dnr.wi.gov/topic/waterways/</a> WI DNR Service Center Link: <a href="https://dnr.wi.gov/Contact/SSbyRegion.html">https://dnr.wi.gov/Contact/SSbyRegion.html</a>
- F) The undersigned hereby applies for a permit to do work herein described. The undersigned agrees that all work will be done in accordance with the Sauk County Zoning, Private Septic, Floodplain and Shoreland-Wetland Protection Ordinances, and with all laws of the State of Wisconsin, applicable to said premise.
- G) Applicants are solely responsible for submitting completed applications and providing any additional information requested by the Land Resources & Environment Department necessary to complete review of the application. Failure of an applicant, agent or contractor to submit a completed application, or respond to a request of the Land Resources & Environment Department for additional information within 60 days of the initial request, may result in the denial of the permit application.

Signature below indicates receipt and acknowledgement of the contents of this document.

# Signature of Property Owner

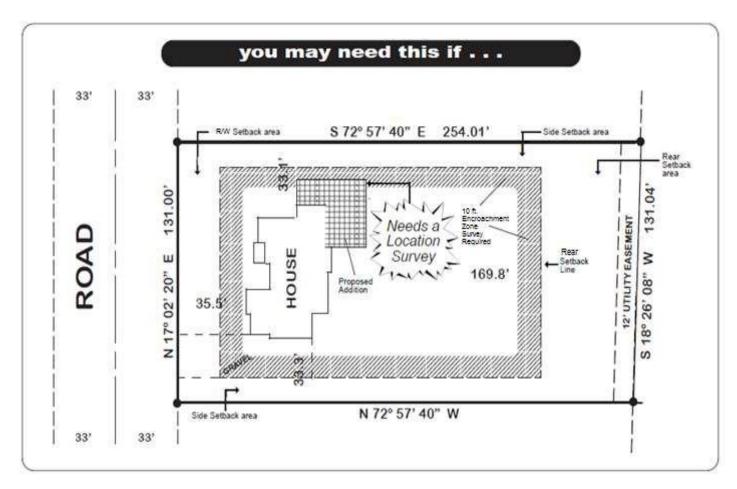
Date

(Signature must be property owner. Applications with agent, contractor, etc., will not be accepted and returned to owner for signature.)

For Office Use O	Only	☐ Legal Non-Conforming
Comments/Conditions of Permit Approval:		
Y□ N□ Structure located in Floodplain Y□ N□ Property in Wetlands	$Y \square N \square$ Property in Shoreland $(Y \square N \square Worksheet \square I \underline{or} \square II \underline{or} \square \square$	<b>☑</b> III Required)
Zoning District:	·	• ,
☐ Impervious Surface Affidavit Required for Recording An affidavit and	fees attached for recording with the	Register of Deeds.
□ <b>Setback Survey Required</b> *A survey is required when any part of the str is due at the time the foundation for the structure is finished. Failure to follow possible enforcement action. Refer to Sec. 7.153(7)		•

# A setback/location survey, by a licensed surveyor, is required if your construction is within 10 feet of a setback line.

- You will need to hire a surveyor to prepare a setback/location survey to verify the construction location.
- The survey shall be done at the time when the foundation(s) or basement walls are completed.
- A setback/location survey shall be submitted to the Department before continuing work on the project.
- Note: A setback/location survey may add significant cost to your project. Please contact a Wisconsin Licensed Land Surveyor.



I, the undersigned, hereby make application for a landuse/sanitary permit only for the location of and the work described in the permit application attached and certify to the accuracy of that information. I further certify I am the property owner, and I have read and understand that a setback/location survey may be a condition of this permit and will construct the project in compliance with that and any other condition of said permit. I further understand that failure to provide accurate information or to comply with any provisions of the permit renders it null and void and may result in enforcement action.

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~ 1511 11010	
PRINT: Property Owner	DATE:
SIGNATURE: Property Owner	

# **Erosion Control Minimum Standards**

Pursuant to Chapter 8 Shoreland Protection Ordinance and Chapter 51 Erosion Control and Stormwater Management Ordinance, erosion control plans may be required. Lands under the jurisdiction of Chapter 7 Sauk County Zoning Ordinance and which meet the requirements under Section 7 of this permit application, must complete and erosion control plan. Lands affected by Chapter 8 Shoreland Protection and which are in a shoreland area defined as the area within 300-ft from the ordinary high water mark of a navigable, river, stream or creek or to the landward side of the floodplain; and within 1,000-ft from the ordinary high water mark of a lake, pond or flowage must complete an erosion control plan. The following Best Management Practices should be considered as part of an effective erosion control plan with greater levels of control utilized for sites that have steep slopes, are adjacent to lakes and streams, receive a lot of runoff from adjacent land or are larger than an acre. Please refer to the Wisconsin Department of Natural Resources website for additional information on erosion control and storm water management https://dnr.wi.gov/topic/stormwater/construction/erosion\_control.html#7

## **Best Management Practices:**

#### Straw Bale or Silt Fence and Erosion Mat

- $\sqrt{\text{Install within 24 hours of land disturbance}}$ .
- $\sqrt{\text{Install on downslope sides of site parallel to contour of the land.}}$
- $\sqrt{}$  Extended ends upslope enough to allow water to pond behind fence.
- $\sqrt{}$  Bury 8 in of fabric in trench and stake (2 stakes per bale).
- VLeave no gaps. Stuff straw between bales, overlap sections of silt fence, or twist ends of silt fence together.
- √ Inspect and repair once a week and after every rain. Remove sediment if deposits reach half the fence height. Replace bales after 3 months.
- $\sqrt{}$  Place erosion control mat on disturbed slopes greater than 10%.

#### Soil Piles

- √ Cover with plastic and locate away from any down slope street, driveway, stream, lake, wetland, ditch or drainage-way.
- Temporary seed such as annual rye or winter wheat is recommended for topsoil piles.

#### Sediment Cleanup

- $\sqrt{\,}$  By the end of each work day, sweep or scrape up soil tracked onto the street or drive.
- $\sqrt{}$  By the end of the next work day after a storm, clean up soil that has washed off site.

#### Preserving Existing Vegetation

- $\sqrt{\text{Wherever possible, preserve existing trees, shrubs, and other vegetation.}}$
- √To prevent root damage, do not grade, place soil piles or park vehicles near trees marked for preservation.
- $\sqrt{}$  Place plastic mesh or snow fence barriers around trees to protect the root area below their branches.

## Revegetation

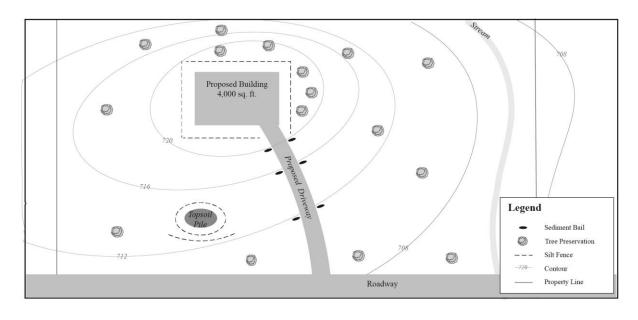
 $\sqrt{\,}$  Seed, sod or mulch bare soil as soon as possible. Vegetation is the most effective way to control erosion.

#### Seeding and Mulching

- $\sqrt{}$  Spread 4 to 6 inches of topsoil.
- $\sqrt{\text{Seed with an appropriate mix for the site.}}$
- $\sqrt{\text{Rake lightly to cover seed with 1/4" of soil. Roll lightly.}}$
- $\sqrt{}$  Mulch with straw (70-90 lb. Or one bale per 1000 sq. ft)
- Anchor mulch by punching into the soil, watering, or by using netting or other measures on steep slopes.
- $\sqrt{}$  Water gently every day or two to keep soil moist. Less watering is needed once grass is two inches tall.

#### Sodding

- $\sqrt{\text{Spread 4 to 6 inches of topsoil.}}$
- √ Lightly water.
- $\sqrt{\text{Lay sod, tamp or roll lightly.}}$
- √ On slopes, lay sod starting at the bottom and work toward the top. Laying in a brickwork pattern. Peg each piece down in several places.
- $\sqrt{}$  Initial watering should wet soil 6 inches deep, then water lightly every day or two to keep soil moist but not saturated for two weeks.
- √ Generally, the best times to sod and seed are early fall (Aug 15-Sept 15) or spring (May). If construction is completed after September 15, final seeding should be delayed. Sod may be laid until November 1. Temporary seed (such as rye or winter wheat) may be planted until October 15. Mulch or matting may be applied after October 15, weather permitting. Straw bale or silt fences shall be maintained until final seeding or sodding is completed in spring (by June 1).



# Sauk County Permit Application Check Sheet

Before staff will review an application, intake will confirm all supporting permit information is in hand. Incomplete applications will be returned or denied. Once intake has verified permit completeness, staff will begin the review process. Staff review may request additional information in order to meet code requirements. Original documents and signatures are necessary before the permit can be issued. If all supporting information is not provided, it will delay the issuance of your permit. If you have any questions, please do not hesitate to contact our office at 608-355-3245.

C	WNER	NAME:	:			Date Submitted:	
S	UBMIT	TED BY	Υ:				
~				INTAKE eneral Land Use Info Required		Land Use Fees bled when work is star all be accompanied by E	
	Yes	No	N/A	a. Permit filled out & signed/dated (Section 10 & Appendix A)	* Single Family Residence \$500.00 Additions - \$200	* Multi-Family Structure \$600.00 Additions - \$250	* Commercial Industrial Bldg \$600.00 Additions - \$300
				<ul> <li>b. Permit fees</li> <li>c. Detailed Plot plan showing dimensions and setbacks, signed by owner/agent providing plan.</li> </ul>	Fire Sign \$100.00	Addt'l Fire Sign \$50/sign \$15/post	Mobile Homes \$200.00
				d. Floor plans, signed & dated by owner/contractor (required for all structures).  e. Written Driveway approval	Sign/Billboards \$2 sq. ft. or \$100 minimum	* Decks - Stairways and other land uses/structures \$100.00	* Detached Garages Residential and Agricultural Accessor Structures / Sheds \$100.00
				f. Fire sign data g.ECSM info meeting BMPs	Erosion Control \$100.00 Filling and Grading	Retaining Walls \$300.00	Home Based Business, Change o Use, Conforming
				h. Filling/grading plans i. Erosion control plans j. Vegetation removal/planting plans	\$100.00  Vegetative Buffer Removal/Tree Cutting \$100.00	Permit Renewal/Transfer Fee \$100.00	Land Use \$100.00  Camping Permit \$20.00
		0		k. Impervious Surface Calculations 1. Worksheets No. 2 and/or No. 3 m. Impervious Surface Affidavit & Recording Fee	* Boathouses/State Statute §59.692(1v) Structure(s) \$300.00	Lodging House/B&B Permit Clean Landfill \$100 (Annual Review/Inspection	Floodplain Surcharge \$200.00 Shoreland/Wetland of Additional Site Inspections \$150
	Sectio	n 5: Plu	umbing	Info Required		Fee \$100)	Ψ130
	Yes	No	N/A	n. DSPS Sanitary application signed by licensed plumber		tic Permit Fe	
			0	o. Soil test filed and fees paid p. Septic maintenance agreement signed and dated by owner	Conventional System, Mound, IGP, Atgrade \$550.00	Holding Tank \$650.00	Reconnection \$300.00
		0		q. Privy agreement r. Holding tank agreement s. Holding tank servicing contract t. Detailed Plot plan showing dimensions and setbacks, signed by	Tank / Drainfield Replacement \$200.00	Permit Renewal/Transfer Fee \$100.00	Large System >= 1,000 GPD \$700.00
	_	_		owner/agent providing plan (when not accompanied by land use permit) u. Floor plans, signed & dated by owner/contractor (when not	Privy \$200.00	HoldingTank Plan Review \$90.00 Atgrade Plan Review \$250	Soils Onsite Verification / Filing \$100
				accompanied by land use permit)	Groundwater Fee	Plan Revision Fee -	Staff Onsite

v. Written Driveway approval

w. Fire sign data

Land use fees are trip * Land Use Permits sha	Land Use Fees bled when work is star all be accompanied by E	·
* Single Family Residence \$500.00 Additions - \$200	* Multi-Family Structure \$600.00 Additions - \$250	* Commercial Industrial Bldg \$600.00 Additions - \$300
Fire Sign \$100.00	Addt'l Fire Sign \$50/sign \$15/post	Mobile Homes \$200.00
Sign/Billboards \$2 sq. ft. or \$100 minimum	* Decks - Stairways and other land uses/structures \$100.00	* Detached Garages/ Residential and Agricultural Accessory Structures / Sheds \$100.00
Erosion Control \$100.00 Filling and Grading \$100.00	Retaining Walls \$300.00	Home Based Business, Change of Use, Conforming Land Use \$100.00
Vegetative Buffer Removal/Tree Cutting \$100.00	Permit Renewal/Transfer Fee \$100.00	Camping Permit \$20.00
* Boathouses/State Statute §59.692(1v) Structure(s) \$300.00	Lodging House/B&B Permit Clean Landfill \$100 (Annual Review/Inspection Fee \$100)	Floodplain Surcharge \$200.00 Shoreland/Wetland or Additional Site Inspections \$150

Septic Permit Fees Septic Fees are doubled when work is started without permits.						
Conventional System, Mound, IGP, Atgrade \$550.00	Holding Tank \$650.00	Reconnection \$300.00				
Tank / Drainfield Replacement \$200.00	Permit Renewal/Transfer Fee \$100.00	Large System >= 1,000 GPD \$700.00				
Privy \$200.00	HoldingTank Plan Review \$90.00 Atgrade Plan	Soils Onsite Verification / Filing \$100				
Groundwater Fee \$125	Review \$250 Plan Revision Fee - \$85.00	Staff Onsite Inspection \$100				