

Zoning Permit Application

Village of Harrison
W5298 Hwy 114
Menasha, WI 54952

Applicant Information					
Applicant Name (Indiv., Org. or Entity)			Authorized Representative		Title
Mailing Address			City	State	Zip Code
E-mail			Phone	Fax	
Landowner Information (if different than Applicant)					
Name (Org. or Entity)			Contact Person		Title
Mailing Address			City	State	Zip Code
E-mail			Phone	Fax	
Project or Site Location (Fill in Site Address / Location Only)					
Site Address / Location:		Location ID(s):		Plat / CSM / Lot No.:	
Quarter:	☐ NW	☐ NE	☐ SW	☐ SE	Section: Township: N Range: E
Legal Description:					
Current Zoning:			Current Use:		
Lot Dimensions: Front:		Side:	Rear:	Side:	Lot Area: ☐ acres or ☐ square feet
Project Information					
<u>Structure:</u>		<u>Type:</u>		<u>Use:</u>	
☐ Principal		☐ New		☐ Res. ☐ One-Family	
☐ Accessory		☐ Addition		☐ Two-Family	
☐ Other: _____		☐ Other: _____		☐ Multi-Family	
<u>Project Description:</u>		☐ Com./Ind./Civic		<u>Setbacks – Principal Bldg.:</u>	
		☐ Agricultural		Front: Side:	
				Rear: Side:	
				<u>Lot Coverage:</u>	
				Existing: Impervious Surface:	
				Proposed: Proposed:	
Estimated Cost: \$			Estimated Start Date: _____		No. Stories:
Height (to peak):					
Project Plans (see reverse side)					
☐ Site Plan ☐ Building Plans ☐ Grading/Drainage Plan					
Fees (Payable to Village of Harrison)					
☐ New Construction - \$250.00		☐ Accessory Building (shed, detached garage) - \$100.00		☐ Deck/Patio - \$75.00	
☐ Addition - \$100.00		☐ Accessory Structure - \$75.00 (driveway, pool, filling & grading)		☐ Fence - \$75.00	
Certification, Permission, & Wetland Notice					
Certification: I hereby certify that I am the landowner of the property subject to this Application. I certify that the information contained in this form and attachments is true and accurate. I understand that failure to comply with any or all of the provisions of the ordinances and/or permit may result in notices, fines/forfeitures, stop work orders, permit revocation, and cease & desist orders. Permission: As the landowner of the property, I hereby give the permit authority permission to enter and inspect the property to evaluate this application, determine compliance with the ordinances, and perform corrective actions after issuing proper notice to the landowner. Wetland Notice: 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 (https://dnr.wi.gov/topic/wetlands/identification.html) or contact a Department of Natural Resources service center.					
Applicant Signature					Date
Landowner Signature (required)					Date
OFFICE USE ONLY				Inspections:	
Date Complete Application Received:	Fee Received:	\$	Date Approved:		Principal
	Receipt No.:			Front:	Accessory
	Permit No.:			Side:	
				Rear:	
				Side:	
			Building Height:		
			Building Coverage:		
			Impervious Surface Coverage:		

Site Plan Example

Example-Project Plans

- ☐ **Site Plan.** A detailed drawing, drawn to scale, indicating lot lines, roads, driveways, sidewalks, buildings, structures, building setbacks, and any other pertinent information shall be submitted.
- ☐ **Building Plans.** A detailed drawing, drawn to scale, indicating all floor plans, elevations, and any other pertinent information shall be submitted.
- ☐ **Grading/Drainage Plan.** A detailed drawing, drawn to scale, indicate the ground elevation at the foundation and all lot corners. All grades must be consistent with an approved grading/drainage plan for the subdivision if one exists. If there is no grading/drainage plan, the average grade elevation of the adjacent lands must be maintained.

