

LEGAL NOTICE FOR:

**BOARD OF ADJUSTMENT**

Hearing No. 1

Notice is hereby given that a public hearing will be held by the **Dodge County Board of Adjustment** on Thursday, July 18, 2024 at 7:00 P.M. or shortly thereafter on the First Floor (Meeting Rooms 1H and 1I) of the Dodge County Administration Building, Juneau, Wisconsin on the appeal of **Susan M. Cook** - for a variance to the terms of the setback provisions of the Dodge County Land Use Code to allow construct boathouse. Where said boathouse will be located 29 feet from the centerline of Shorecrest Drive or 31 feet within the required setback and thus prohibited by the code.

The site is located in LOT 3 CSM 2502 Being Part of the SE1/4, NW1/4 SEC 14, Town of Fox Lake, the site address being W10308 Shorecrest Drive.

A copy of the proposed petition is available for review in the County Land Resources and Parks Department between the hours of 8:00 a.m. and 4:30 p.m., Monday-Friday (920-386-3700). All persons interested are invited to attend and be heard. Written comments may be submitted to the Dodge County Land Resources and Parks Department at 127 E Oak Street, Juneau, WI 53039 or by e-mail to [tochs@co.dodge.wi.us](mailto:tochs@co.dodge.wi.us) no later than July 17, 2024.

Dated June 17, 2024

Dodge County Board of Adjustment  
By William Nass, Chairman

# Land Resources and Parks Department Staff Report

**County Variance Application No. 2024-0393**  
**County Land Use Permit Application No. 2024-0392**  
**Filing Date: 6/5/2024**  
**Hearing Date: 7/18/2024**

**Applicant / Owner:**

Dean C. Cook III & Susan M. Cook  
W10308 Shorecrest Drive  
Fox Lake, WI 53933

**Location**

The appellant is the owner of the following described property which is the subject of the appeal:

PIN#: 018-1313-1424-014

Property Location: LOT 3, CSM 2502, Being Part of the SE1/4, NW1/4, SEC 14, Town of Fox Lake, the site address being W10308 Shorecrest Drive.

**County Jurisdiction**

The County has jurisdiction over this site as the Town of Fox Lake has adopted the County's Land Use Code. The site is also located within the County's Shoreland Jurisdiction.

**Review Criteria**

Subsections 2.3.12.A through 2.3.12.G of the Dodge County Land Use Code details procedural matters and the approval criteria for the variance process. The Board shall hold a public hearing on each variance application, and following the public hearing, act to approve, approve with conditions, or deny the variance based upon the approval criteria of Section 2.3.12.E.

**Appellants Request**

It was brought to our Department's attention that a structure was constructed on the property without a required Land Use Permit. A subsequent inspection was conducted and on May 29, 2024 a notice of violation was sent to the owners.

In an attempt to resolve this violation an application for a variance was submitted on June 5, 2024 by the appellant with a request to construct a boathouse. The appellant is requesting an area variance to Section 5.1.1 and Table 5.1-1 of the code in order to allow the structure to remain in its location. According to County records, the required highway setback at this location is 60 feet from the centerline Shorecrest Drive. As proposed, the boathouse will be approximately 45 feet from the centerline of Shorecrest Drive, 15 feet within the required setback and therefore prohibited by the code.

With the property being within the County's Shoreland Protection Ordinance jurisdiction all requirements of that Ordinance must be met as well. The increase in impervious surfaces with this request will require a mitigation plan to be approved and implemented, if approved.

**Features**

**The features of the proposed construction and property that relate to the granting or denial of the appeal are as follows:**

The County has highway setback jurisdiction over this site as the Town of Fox Lake has adopted the Dodge County Land Use Code. The site is also located within the County's Shoreland Protection Ordinance jurisdiction as the site is located within 1000 feet of Fox Lake. The property is located within the R-1 Single Family Residential zoning district;

The physical features of this 0.48-acre lot include a gently sloping topography ranging from 2 to 4%. The parcel contains a single-family residence.

The general character of the surrounding land use consists of residential homes.

On June 5, 2024, an application for a County Land Use Permit was made by the appellant in order they be allowed to construct a boathouse. The Land Use permit was denied by the County Land Use Administrator for the following reason:

Subsection 5.1.1 and Table 5.1-1 refer to the distances that all buildings and other structures are required to be setback from all streets and highways. On a Designated Town Road, the required setback is 60 feet from the centerline or 27 feet from the road right-of-way, whichever distance is greater. According to County records, the road right-of-way along Shorecrest Drive at this location is 15 feet in width. Therefore the required setback at this location is 60 feet from the center line of Shorecrest Drive. As proposed, the boathouse will be approximately 45 feet from the centerline of Shorecrest Drive, or 15 feet within the required setback, therefore prohibited by the code.

The appellant is requesting an area variance to Subsections 5.1.1 and Table 5.1-1 of the code;

**Town Recommendation:**

Approve;

- Conditions:

Deny:

- 

No Recommendation

No response from Town – 30-days elapsed;

**Purpose Statement**

The highway setback provisions of the County Land Use Code promote a variety of public purposes such as providing for light and air, fire protection, traffic safety, prevention of overcrowding, solving drainage problems, protecting the appearance and character of the neighborhood and for conserving property values. The highway setback provisions also provide for a uniform setback for all structures along all roads within the County in order to provide safe visibility while entering or exiting a site and to save tax payers of Dodge County from having to purchase non-conforming structures located within the highway setback lines, when those structures need to be removed for highway improvement or relocation projects.

**Staff Advisory:**

***This staff advisory is only advice to the Dodge County Board of Adjustment. The Board may or may not consider the advice of the staff and decision making authority is vested in the Board only.***

The staff believes that the appellant is requesting an area variance to Section 5.1.1 and Table 5.1-1 of the code;

The staff points out that this is an after the fact variance request and the Board must look at the situation as if the structure does not yet exist. The staff points out that the Board does not have summary power to ignore ordinance provisions or objectives. The burden also falls on the appellant to convincingly demonstrate to this Board that a literal enforcement of the Land Use Code regulations would result in an unnecessary hardship, that the hardship is due to special conditions unique to the property and if granted, the variance would not be contrary to the public interest.

It is the staff's position that there does not appear to be any unique or special conditions that would prevent the boathouse from complying with the required highway setback. Therefore it is the staff's position that the Board will be unable to make the necessary findings required by the code and the request should be denied. The appellant shall bring the boathouse into compliance or the matter will be referred to the Dodge County Corporation Counsel for resolution of the violation.

If the Board is able to make the findings that are necessary in order to grant a variance in this case, the staff recommends the following condition of approval in order to save the tax payers the cost of having to purchase this non-conforming structure in the future if this structure needs to be removed for highway improvement or relocation projects:

1. A variance agreement shall be required to be recorded with the Register of Deeds Office in the amount of the proposed construction project prior to the approval of the land use permit.
2. A mitigation plan is to be submitted, approved, implemented and completed per the Shoreland Protection Ordinance.

**Dodge County Board of Adjustment Decision**

**County Variance Application No. 2024-0393**  
**County Land Use Permit Application No. 2024-0392**  
**Filing Date: 6/5/2024**  
**Hearing Date: 7/18/2024**

**Applicant / Owner:**  
Dean C. Cook III & Susan M. Cook  
W10308 Shorecrest Drive  
Fox Lake, WI 53933

**Location**

The appellant is the owner of the following described property which is the subject of the appeal:

PIN#: 018-1313-1424-014  
Property Location: LOT 3, CSM 2502, Being Part of the SE1/4, NW1/4, SEC 14, Town of Fox Lake, the site address being W10308 Shorecrest Drive.

**County Jurisdiction**

The County has jurisdiction over this site as the Town of Fox Lake has adopted the County's Land Use Code. The site is also located within the County's Shoreland Jurisdiction.

**Review Criteria**

Subsections 2.3.12.A through 2.3.12.G of the Dodge County Land Use Code details procedural matters and the approval criteria for the variance process. The Board shall hold a public hearing on each variance application, and following the public hearing, act to approve, approve with conditions, or deny the variance based upon the approval criteria of Section 2.3.12.E.

**Appellants Request**

It was brought to our Department's attention that a structure was constructed on the property without a required Land Use Permit. A subsequent inspection was conducted and on May 29, 2024 a notice of violation was sent to the owners.

In an attempt to resolve this violation an application for a variance was submitted on June 5, 2024 by the appellant with a request to construct a boathouse. The appellant is requesting an area variance to Section 5.1.1 and Table 5.1-1 of the code in order to allow the structure to remain in its location. According to County records, the required highway setback at this location is 60 feet from the centerline Shorecrest Drive. As proposed, the boathouse will be approximately 45 feet from the centerline of Shorecrest Drive, 15 feet within the required setback and therefore prohibited by the code.

With the property being within the County's Shoreland Protection Ordinance jurisdiction all requirements of that Ordinance must be met as well. The increase in impervious surfaces with this request will require a mitigation plan to be approved and implemented, if approved.

**CONCLUSIONS OF LAW**

Based on the facts presented in the application and at the public hearing the Board concludes that:

**The appellants request to Section 5.2.3 and Table 5.1-1 – are “area” variances.**

(Yes / No)\_\_\_\_\_

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**Is there a physical limitation that is unique to this property that prevents the appellant from complying with the highway setback provisions of the code?**

(Yes / No) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are the highway setback provisions of the Code unnecessarily burdensome in this case, thereby creating a hardship?**

(Yes / No) \_\_\_\_\_  
Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does the appellant have other options available to complete these projects in compliance with the Code?**

(Yes / No) \_\_\_\_\_  
Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What hardship exists if the variance is denied?**

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Are the projects harmful in any way to the public's interests? (Yes/No)**

Explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does the Board have sufficient information to make a decision on this request?**

(Yes/No) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Does the Board believe that the appellant's variance request to the highway setback provisions of the Code meet the criteria that is necessary in order to grant the area variance requests?**

(Yes/No)

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**If the Board can make the findings necessary in order to grant the variance request in this case, are any conditions of approval necessary in this case to mitigate any potential adverse impacts that result from this proposed development project?**

- A variance agreement shall be required to be recorded with the Register of Deeds Office in the amount of the proposed construction project prior to the approval of the land use permit.
- It shall be the responsibility of the applicant to obtain all other Federal, State and/or local municipality permits and approvals that may be required for the proposed modifications to the principal structure.
- A mitigation plan is to be submitted, approved, implemented and completed per the Shoreland Protection Ordinance.

Others

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**Area Variances – Highway Setback Provisions**

Motion by \_\_\_\_\_ to (approve / deny) the variance to the highway setback and non-conforming structure requirements of the code based upon the previously mentioned findings and conditions.

Motion second \_\_\_\_\_

**Vote**

Mark Othmer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
Jon Schoenike	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
Russell Kottke	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
Rodney Justman	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
Larry Bischoff (1 <sup>st</sup> Alternate)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
Brad Kufalks (2 <sup>nd</sup> Alternate)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present
William Nass	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Abstain	<input type="checkbox"/> Not Present

**Motion (Carried / Denied)**

**ORDER AND DETERMINATION**

On the basis of the above findings of fact, conclusions of law and the record in this matter the board

- Granted the area variance requests as proposed;

- Granted the area and use variance requests by the appellant subject to the conditions listed above;
- Denied the variance requests as proposed;
- The Land Use Administrator is directed to issue a land use permit incorporating the decision of this Board.

Expiration of Approval Any order issued by the Board requiring a Zoning official to issue a permit shall become void after one year unless the applicant or appellant shall have filed an application for such permit with the Zoning official within such time, provided, that the time may be extended when so specified by the Board.

Revocation. This order may be revoked by the Board after notice and opportunity to be heard for violation of any of the conditions imposed.

Appeals. This decision may be appealed by a person aggrieved by this decision or by any officer, department, board or bureau of the municipality by filing an action in certiorari in the circuit court for this county within 30 days after the date of filing of this decision. The municipality assumes no liability for and makes no warranty as to reliance on this decision if construction is commenced prior to expiration of this 30-day period.

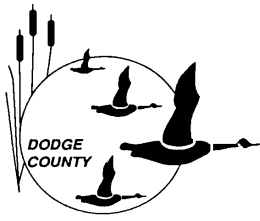
Dodge County Board of Adjustment

Signed \_\_\_\_\_ Attest \_\_\_\_\_  
Chairperson Secretary

Dated: \_\_\_\_\_

Filed: \_\_\_\_\_





# Dodge County

## Land Resources and Parks Department

127 East Oak Street · Juneau, WI 53039-1329  
PHONE: (920) 386-3700 · FAX: (920) 386-3979  
EMAIL: [landresources@co.dodge.wi.us](mailto:landresources@co.dodge.wi.us)

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June 17, 2024

**Applicant (Agent):**

Susan M. Cook  
W10308 Shorecrest Drive  
Fox Lake, WI 53933

**Owner:**

Susan M. Cook  
W10308 Shorecrest Drive  
Fox Lake, WI 53933

RE: Determination of Application Completeness

Variance Application: #2024-0393

Property location: : LOT 3 CSM 2502 Being Part of the SE1/4, NW1/4 SEC 14, Town of Fox Lake, the site address being W10308 Shorecrest Drive.

Dear Susan M. Cook;

The Dodge County Land Resources and Parks Department has received your Variance application for a variance request to the terms of the setback provisions of the Dodge County Land Use Code to allow construct boathouse. Where said boathouse will be located 29 feet from the centerline of Shorecrest Drive or 31 feet within the required setback and thus prohibited by the code. On June 17, 2024, the Department has determined that your Variance application is complete. This application will be forwarded to the Dodge County Board of Adjustment for review at a public hearing on Thursday, July 18, 2024 at 7:00 P.M. or shortly thereafter on the First Floor (Meeting Rooms 1H and 1I) of the Administration Building, Juneau, Wisconsin. You and other interested parties may appear in person or may be represented by an agent or attorney. If you or your agent can not attend the hearing, please contact the Land Resources and Parks Department to discuss your options.

**Please Note:** The Board of Adjustment members will be conducting an on-site visit on July 11, 2024 to review the site and the proposed construction project. Please make sure that the proposed construction project is staked out so that the Board can review your proposal. Your attendance during the on-site visit is not required.

If you have any questions regarding this matter, please feel free to contact our office.

Sincerely,

Terry R. Ochs  
Senior Land Use / Sanitary Specialist  
[tochs@co.dodge.wi.us](mailto:tochs@co.dodge.wi.us)  
(920) 386-3270  
Dodge County  
Land Resources and Parks



DODGE COUNTY LAND RESOURCES  
AND PARKS DEPARTMENT  
127 E. Oak Street • Juneau, WI 53039  
PHONE: (920) 386-3700 • FAX: (920) 386-3979  
E-MAIL: landresources@co.dodge.wi.us

THIS AREA FOR OFFICE USE ONLY	
Activity No. <b>240393</b>	Issue Date:
Application Date: <b>6/5/24</b>	Receipt #: <b>9616-0008</b>

# Variance Application

Application Fee: \$450 (After the Fact Application Fee: \$900)

900

Names and Mailing Addresses	Property Description														
Applicant (Agent) <i>Susan M. Cook</i>	Parcel Identification Number (PIN) <i>018-1313-1424-016 014</i>														
Street Address <i>W 10308 Shorecrest Dr.</i>	Town <i>Fox Lake</i>														
City • State • Zip Code <i>Fox Lake, WI 53933</i>	<table border="1"> <tr> <td>¼</td> <td>¼</td> <td>Section</td> <td>T</td> <td>N</td> <td>R</td> <td>E</td> </tr> <tr> <td></td> <td></td> <td><i>14</i></td> <td><i>13</i></td> <td></td> <td><i>13</i></td> <td></td> </tr> </table>	¼	¼	Section	T	N	R	E			<i>14</i>	<i>13</i>		<i>13</i>	
¼	¼	Section	T	N	R	E									
		<i>14</i>	<i>13</i>		<i>13</i>										
Property Owner (If different from applicant) <i>Same</i>	Subdivision or CSM #														
Street Address	Site Address <i>Same</i>														
City • State • Zip Code	Is this property connected to public sewer? <input type="checkbox"/> Yes <input type="checkbox"/> No														

Present property use:

*Single Family Resident*

List any prior variances that have been granted or denied for this property:

Describe all nonconforming structures and uses on this property:

*Boat House - Existing house with variance to road. Approved at 29 ft from center line for house.*

List the terms of the Land Use Code for which you are requesting a variance (section # and code provision requirements):

*5.2.3 and 5.1-1 27 ft. RW and 60 ft. from center line.*

Variance Requested:

*43 ft. from center line*

Address the following variance criteria described in the application materials. (Attach additional sheets if necessary):

What unnecessary hardship is present that prohibits your compliance with the terms of the Land Use Code?

*Design of road is the hardship. Center line and right away is in the same place. And road surface is on my property.*

What unique features of this property prevent you from complying with the terms of the Land Use Code?

Center line and road rightaway is in same location  
Road surface is on my property.

Will denial of the variance request prevent you from using this property for a permitted purpose or render conformity with the Code unnecessarily burdensome? Why?

Its burdensome because variance was already granted for the house closer to the road.

How would the interest of the public or neighbors be affected by granting or denying this variance?

Has no affect.

#### CERTIFICATE

I hereby certify that I am the owner and/or authorized agent of the property owner and that all the above statements and attachments submitted hereto are true and correct to the best of my knowledge and belief and I hereby authorize members of the Dodge County Land Resources and Parks Department and members of the Dodge County Board of Adjustment to enter the above described property for purposes of obtaining information pertinent to my application/appeal/variance request.

Signature of owner or authorized agent: Susan M. Cook

Date: 6/5/24

Daytime Contact Number (920) 219 - 1100

#### SITE PLANS AND BUILDING PLANS

- All applications must be accompanied by a site plan. Figure 1 below is an example of an acceptable plan.



DC QMap

The data used to create this map is a compilation of records, information, and data from various city, county and state offices, and other sources. This map is only advisory, does not replace a survey, and may not be used for any legal purpose. Dodge County assumes no liability for any use or misuse of this information.

(4)  
**#2502**  
**15/152**

1424-013  
1.07 ac.

**2023**

(3)  
**#2502**  
**15/152**

1424-014  
0.48 ac.

TOWN OF  
FOX LAKE

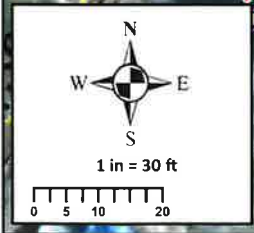
1413-028  
0.42 ac.

1424-019  
0.161 ac.

1424-018  
0.146 ac.

1424-017  
0.188 ac.

1424-016  
0.309 ac.



Dodge County Land Resources & Parks

<p><b>General</b></p> <ul style="list-style-type: none"> <li>Urbanized Roads</li> <li>Soils</li> <li>Airport Ordinance 3-Mile Buffer</li> <li>Sewer Service Areas</li> <li>Highly Developed Shoreline</li> <li>Elevation Contours</li> </ul>	<p><b>WI Historical Society</b></p> <ul style="list-style-type: none"> <li>Historic Structures</li> <li>Archaeological Sites</li> <li>Survey Areas</li> </ul> <p><b>Non-Metallic Mining</b></p> <ul style="list-style-type: none"> <li>Active Mining Area</li> <li>Approved Mining Area</li> <li>Mine Property Boundaries</li> </ul>	<p><b>Floodplain / Wetland</b></p> <ul style="list-style-type: none"> <li>FEMA Floodplain/Storage/Dam Shadow</li> <li>DNR Wetland Areas/Points</li> </ul> <p><b>Shoreland Zoning</b></p> <ul style="list-style-type: none"> <li>Shoreland Zoning Buffer</li> <li>Lakes/Ponds/Sloughs</li> <li>Rivers/Streams/Creeks</li> </ul>	<p><b>County Zoning</b></p> <ul style="list-style-type: none"> <li>Planned Unit Development</li> <li>Hartford Extraterritorial</li> <li>General Agricultural</li> <li>Prime Agricultural</li> <li>One Family Residential</li> <li>Two Family Residential</li> <li>Multi-Family Residential</li> <li>General Commercial</li> <li>Extensive Commercial</li> <li>Light Industrial</li> <li>Industrial</li> <li>Waterbody</li> <li>ROW/City/Village</li> </ul>
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Date: 5/21/2024





# Dodge County

## Land Resources and Parks Department

127 East Oak Street · Juneau, WI 53039-1329  
PHONE: (920) 386-3700 · FAX: (920) 386-3979  
EMAIL: [landresources@co.dodge.wi.us](mailto:landresources@co.dodge.wi.us)

COPY

June 14, 2024

DEAN C COOK III  
SUSAN M COOK  
W10308 SHORECREST DR  
FOX LAKE WI 53933

RE: Notice of Permit Refusal

Site Location: SE 1/4 NW 1/4, Section 14, T13N, R13E,  
Township of Fox Lake, Dodge County, Wisconsin  
PIN# 018-1313-1424-014  
Activity # 2024-0307

Dear Mrs. Cook:

Your application for a permit to construct a Detached Accessory Structure (10'x16', Boathouse) on property described above is hereby denied for failure to comply with the following sections of the Dodge County Land Use Code:

**Subsection 5.2.3 and Table 5.1-1** of the Code which refers to the distances that accessory buildings and other structures are required to be setback from all roads. On an Urbanized Road (Shorecrest Drive), the required setback is 60 feet from its centerline or 27 feet from its right of way, whichever is the greatest distance of the two. According to County records, the greatest required highway setback at this location is 60 feet from the centerline of the road. As proposed, the structure (10'x16' Boathouse) will 45' from the centerline or approximately 15 feet within the required highway setback lines and therefore prohibited by the Code.

Therefore, unfortunately Dodge County is unable to issue a permit for this proposed structure. You have the right to appeal the decision of the Land Use Administrator to the Dodge County Board of Adjustment. And on June 5, 2024 a variance application was received by our department and will be forwarded on to the Dodge County Board of Adjustment.

If you have any questions, feel free to contact the Dodge County Planning and Development office at (920) 386-3700.

Sincerely,

Terry R. Ochs  
Senior Land Use / Sanitary Specialist  
[tochs@co.dodge.wi.us](mailto:tochs@co.dodge.wi.us)  
(920) 386-3270  
Dodge County  
Land Resources and Parks

# Land Use Permit

Dodge County Land Resources and Parks Department  
 127 East Oak Street  
 Juneau, WI 53039-1329  
 (920) 386-3700 x2 or landresources@co.dodge.wi.us  
 co.dodge.wi.gov

### This Area For Office Use Only

COUNTY ID No. <b>240392</b>	Receipt No. <b>9016-0008</b>
	Application Date <b>4/5/24</b>
Permit Expiration Date	Sanitary Permit

PERMIT APPLICATION FEE: \$50 plus \$2 per \$1,000 cost of the project (Payable to: Dodge County) **\$132**  
 CITY OF JUNEAU - \$25 or After the Fact Note: After the fact (i.e., Applying for permit after construction has already started) application fee: \$100 plus \$4 per \$1,000 cost of project

NAMES & MAILING ADDRESSES	PROPERTY INFORMATION
Applicant/Agent/Contractor (If Contractor: Please Include State Certification No.) <u>Susan M. Cook</u>	Parcel Identification Number (PIN) <u>018-1313-1424-016 014</u>
Street Address <u>W10308 Shorecrest Dr.</u>	Town <u>Fox Lake</u>
City • State • Zip Code <u>Fox Lake, WI. 53433</u>	Town Section Acreage Lot (Block) <u>13 14 13</u>
Property Owner <input type="checkbox"/> Same as applicant <u>Susan Same</u>	Subdivision or CSM (Volume/Page/Lot)
Street Address	Address Of Property (DO NOT include City/State/Zip Code) <u>W10308 Shorecrest Dr</u>
City • State • Zip Code	Is this property connected to public sewer? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Is property located within a sanitary district/accessible to public sewer? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes

CURRENT USE OF PROPERTY	PROPOSED USE OF PROPERTY
<input type="checkbox"/> Vacant Land <input type="checkbox"/> Working Farm <input type="checkbox"/> Business • Industrial • Commercial • (Use other below to describe) <input checked="" type="checkbox"/> Single-Family Residential <input type="checkbox"/> Two-Family <input type="checkbox"/> Multi-Family Other _____	<input checked="" type="checkbox"/> Same As Current Use (No Change) <input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Business • Industrial • Commercial • (Use other below to describe) <input type="checkbox"/> Two-Family <input type="checkbox"/> Multi-Family Other _____

## PROPOSED CONSTRUCTION PROJECT

(CHECK ALL THAT APPLY)  
 \*\*\* (Building plans are required for new/replacement Homes) \*\*\*

NEW STRUCTURE/CONSTRUCTION   
  REPLACEMENT OF EXISTING   
  ADDITION TO AN EXISTING

<input type="checkbox"/> Pool	<input type="checkbox"/> Porch	<input type="checkbox"/> Driveway	<input type="checkbox"/> Field Tile Installation
<input type="checkbox"/> Deck	<input type="checkbox"/> Fence	<input checked="" type="checkbox"/> Boathouse	<input type="checkbox"/> Pond (Less than 2 acres in size)
<input type="checkbox"/> Patio	<input type="checkbox"/> Riprap	<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Sign (Complete additional project information below)
<input type="checkbox"/> Shed	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Detached Garage	<input type="checkbox"/> Barn (Complete additional project information below)
<input type="checkbox"/> Home	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Ag Ditch Cleanout	<input type="checkbox"/> Home Addition (Complete additional project information below)

Filling, Grading, Ditching, Dredging, Lagooning, and/or Excavating- Contact this office for assistance with determining type of permit needed

Other \_\_\_\_\_

Width 10  
 Length 16  
 Total Area \_\_\_\_\_  
 Total Stories \_\_\_\_\_  
 Height (To roof peak) 12.5  
 Estimated Cost (w/Labor) \$ 8,000

**Additional Project Information**

Home Addition: Total number of bedrooms? Before \_\_\_\_\_ After \_\_\_\_\_

Barn Information: Will it house any animals? If yes, complete Animal Units Worksheet.

Sign Information:  Single-Sided     Double-Sided  
 Located On-Premise     Located Off-Premise  
 Wall     Ground     Directional    Other \_\_\_\_\_

Will it be lighted and/or have moving/flashing parts?  No     Yes

◆ ◆ ◆ CLEARLY MARK/FLAG/STAKE-OUT THE CORNERS OF YOUR PROJECT & PROPERTY LINES ◆ ◆ ◆

**DNR NOTICE:** You are responsible for complying with State and Federal laws concerning construction on or near 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 (www.dnr.state.wi.us) or contact a Department of Natural Resources Service Center.

**PAGE 2 — SUPPLEMENTAL INFORMATION AND ADDITIONAL REQUIREMENTS**

**NOTE:** Your County Land Use Permit will be withheld and will not be processed without the completion and submittal of the required worksheet(s) to this office for departmental review and approval. Worksheets can be found at <https://www.co.dodge.wi.gov/departments/departments-e-m/land-resources-and-parks/zoning-permits-and-ordinance/land-use-permit>

Is your project located within 1000 feet of a lake, pond or flowage, within 300 feet of the ordinary highwater mark (edge of the water) of a navigable waterway stream or creek or within a wetland or a floodplain? If you are uncertain, please contact this office for assistance.

- YES ⇒ Go to question 1.  
 NO ⇒ Go to question 4.

**1. Does your project involve construction, reconstruction, expansion, replacement or relocation of any impervious surfaces on your lot (see description below) that are located within 300 feet of the ordinary highwater mark (edge of the water) of a navigable lake, pond, flowage or waterway?**

*An impervious surface is defined as an area that releases as runoff all or a majority of the precipitation that falls on it. The following "surfaces" are considered "impervious" under this Ordinance: (building) rooftops; concrete/blacktop/gravel driveways and parking surfaces; sidewalks; covered/uncovered decks; patio surfaces constructed with pavers/concrete/blacktop/flagstone; private road surfaces not specifically listed in the Ordinance or any other material and any other surface that is determined by the Land Use Administrator to be impervious. An impervious surface excludes frozen soil, public road surfaces and certain private roads that are specifically listed in the Ordinance.*

- YES ⇒ You will need to complete and submit **WORKSHEET NO 1 (IMPERVIOUS SURFACE AREA CALCULATION)** to this office for departmental review and approval. Go to question 2.  
 NO ⇒ Go to question 2.

**2. Will any part of your project be located less than 35 feet from the ordinary highwater mark (edge of the water) of a navigable lake, pond, flowage or waterway? (NOTE: If your project involves either a boathouse or riprapping — Go to line 3)**

- NO ⇒ Go to question 3.  
 YES ⇒ Your project **CAN NOT BE APPROVED** as proposed — Contact this office for assistance. Go to question 3.

**3. Will any part of your project be located anywhere between 35-75 feet from the ordinary highwater mark (edge of the water) of a navigable lake, pond, flowage or waterway?**

- NO ⇒ Go to question 4.  
 YES ⇒ You will need to complete and submit **WORKSHEET NO. 2 (MITIGATIONS OPTION CALCULATIONS)** to this office for departmental review and approval. Go to question 4.

**4. Does your project involve riprapping?**

- NO ⇒ Go to question 5.  
 YES ⇒ You will need to complete and submit **WORKSHEET NO 3 (RIPRAP PROJECT SUPPLEMENTAL INFORMATION)** to this office for departmental review and approval. Go to question 5.

**5. Does your project involve the installation of field drain tile?**

- NO ⇒ Go to question 6.  
 YES ⇒ You will need to complete and submit **WORKSHEET NO. 4 (FIELD DRAIN TILE SUPPLEMENTAL INFORMATION)** to this office for departmental review and approval. Go to question 6.

**6. Does your project involve cleaning-out, dredging, relocating and/or the construction of an agricultural drainage ditch?**

- NO ⇒ Go to question 7.  
 YES ⇒ You will need to complete and submit **WORKSHEET NO. 5 (AGRICULTURAL DRAINAGE DITCH SUPPLEMENTAL INFORMATION)** to this office for departmental review and approval. Go to question 8.

**7. Does your project involve the filling, grading or disturbing of more than 2000 square feet of land?**

- NO ⇒ Go to question 8.  
 YES ⇒ You will need to complete and submit **Worksheet No. 6 (Erosion Control Supplemental Information)** to this office for departmental review and approval. Go to question 8.

**8. Does your project involve the construction or reconstruction of a pond less than 2 acres in size?**

- NO ⇒ Go to question 9.  
 YES ⇒ You will need to complete and submit **WORKSHEET NO. 7 (POND CONSTRUCTION SUPPLEMENTAL INFORMATION)** to this office for departmental review and approval. Go to question 9.

**9. Does your project involve any filling, grading, dredging, or excavating and/or the construction of a pond ≥ 2 acres within a (mapped) wetland, floodplain and/or navigable waterway?**

- NO ⇒ Sign and date application below.  
 YES ⇒ A County **CONDITIONAL USE PERMIT (CUP)** may [also] be needed. Contact this office for assistance regarding the CUP process. Sign and date application below.

**CERTIFICATE & CONTACT INFORMATION**

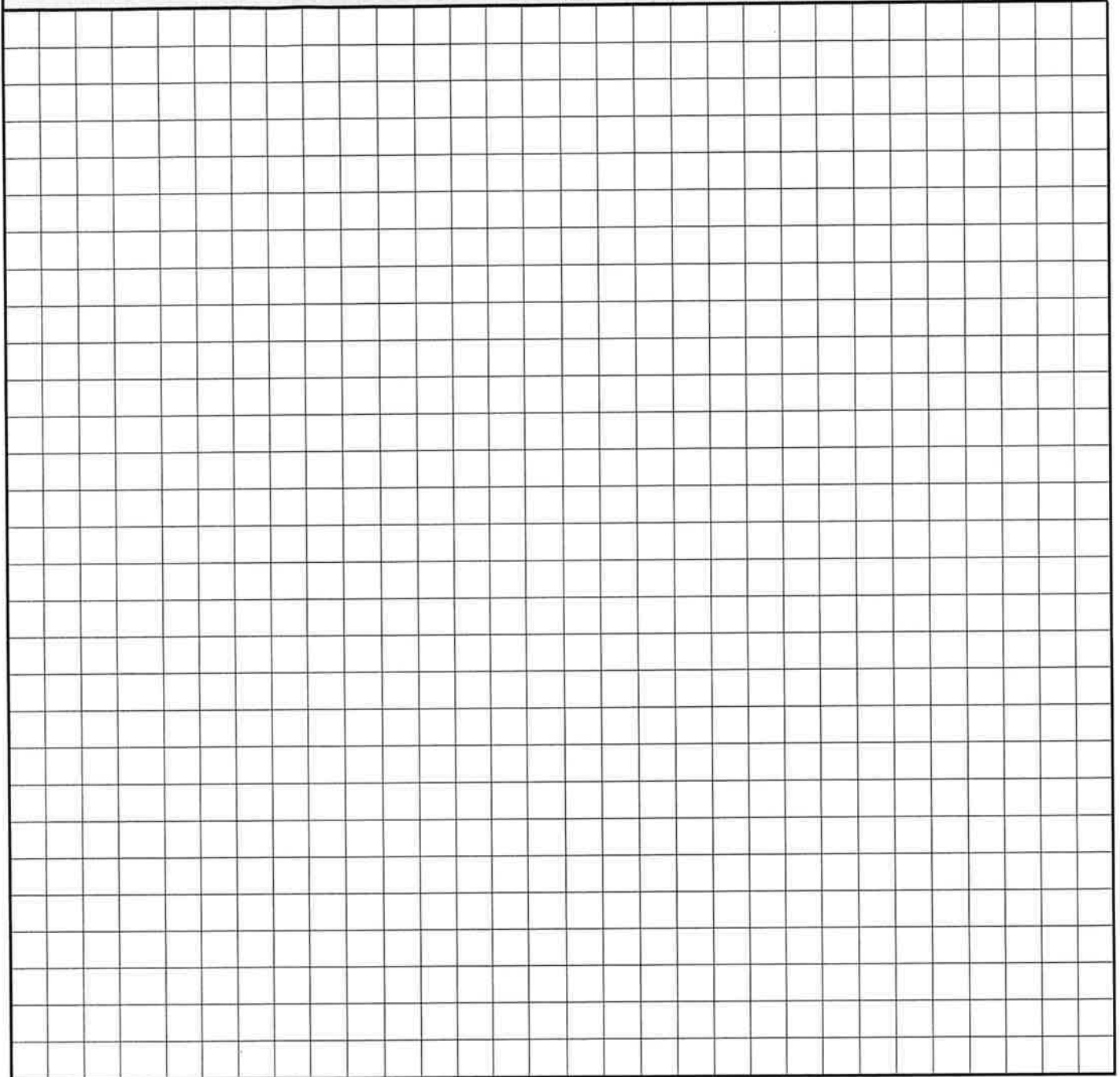
I, the undersigned, hereby apply for a Land Use Permit and certify that all the information both above and attached is true and correct to the best of my knowledge. I affirm that all work performed will be done in accordance with the Dodge County Land Use Ordinance and with all other applicable laws and regulations. I hereby authorize members of the Dodge County Land Resources and Parks Department to enter the above-described property for the purpose of conducting an onsite code inspection(s) and to obtain information pertinent to my application request. Furthermore, I also affirm that I have read and understand the DNR notice regarding construction on or near wetlands, lakes or streams.

Contact Person (Print) Susan M. Cook Daytime Contact Phone 920-219-1100 or Email: \_\_\_\_\_

Signature Susan M. Cook Date 6/5/24 Call for pickup  No  Yes



# SITE PLAN (SKETCH)



See Attached Site Plan (Sketch)

### THIS AREA FOR OFFICE USE ONLY

BOA ID No.	BOA Appeal Date	BOA P/H Date	BOA Decision Date	BOA Decision <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied
Notes/Stipulations:				
<input type="checkbox"/> Approved <input type="checkbox"/> Denied		Land Resources and Parks Department		Date

Please use only blue or black ink to complete the application and site plan (sketch) — **DO NOT USE PENCIL**



DCQMap

1424-013  
1.07 ac.

This data used to create this map is a compilation of records, information, and data on various city, county and state offices and other sources. The map is only advisory, does not constitute a survey, and may not be used for legal purposes. Dodge County assumes no liability for any use or misuse of the information.

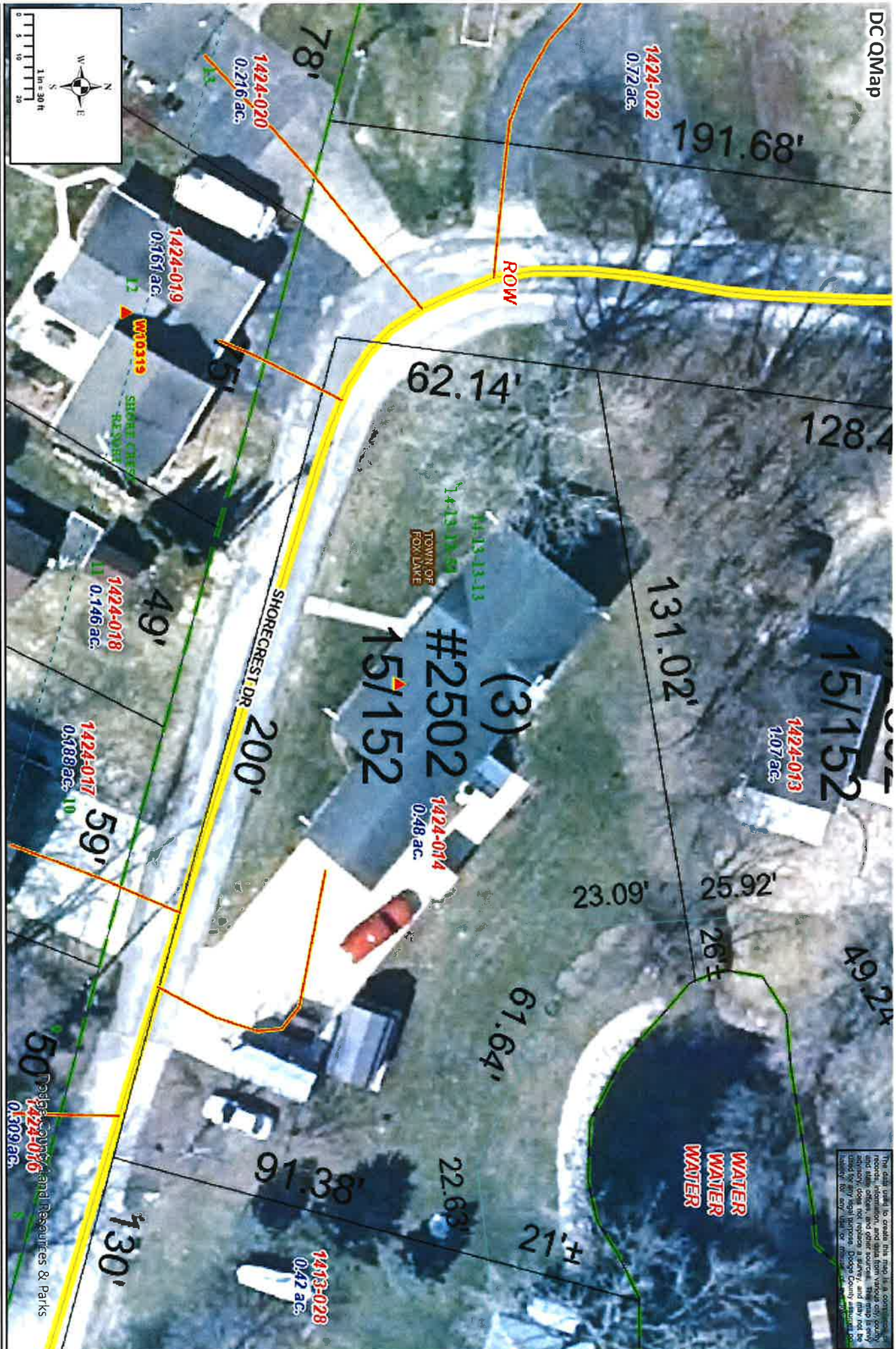


General	WI Historical Society	Floodplain / Wetland	County Zoning
Urbanized Roads	Historic Structures	FEMA Floodplain/Storage/Dam Shadow	Planned Unit Development
Soils	Archaeological Sites	DNR Wetland Areas/Points	Extensive Commercial
Airport Ordinance 3-Mile Buffer	Survey Areas	<b>Shoreland Zoning</b>	Light Industrial
Sewer Service Areas	<b>Non-Metallic Mining</b>	Shoreland Zoning Buffer	Industrial
Highly Developed Shoreline	Active Mining Area	Lakes/Ponds/Sloughs	Waterbody
Elevation Contours	Approved Mining Area	Rivers/Streams/Creeks	ROW/City/Village
	Mine Property Boundaries		Prime Agricultural
			One Family Residential
			Two Family Residential
			Multi-Family Residential

Susan M. Cook 6/5/24

Date: 6/5/2024





The data used to create this map is a combination of public records, information, and data from various city, county, and state offices, and other sources. This map is only a guide for general information purposes. Dosey County cannot be held liable for any loss or damage caused by reliance on this information.

General

- Urbanized Roads
- Soils
- Airport Ordinance 3-Mile Buffer
- Sewer Service Areas
- Highly Developed Shoreline
- Elevation Contours

WI Historical Society

- Historic Structures
- Archaeological Sites
- Survey Areas
- Non-Metallic Mining
- Active Mining Area
- Approved Mining Area
- Mine Property Boundaries

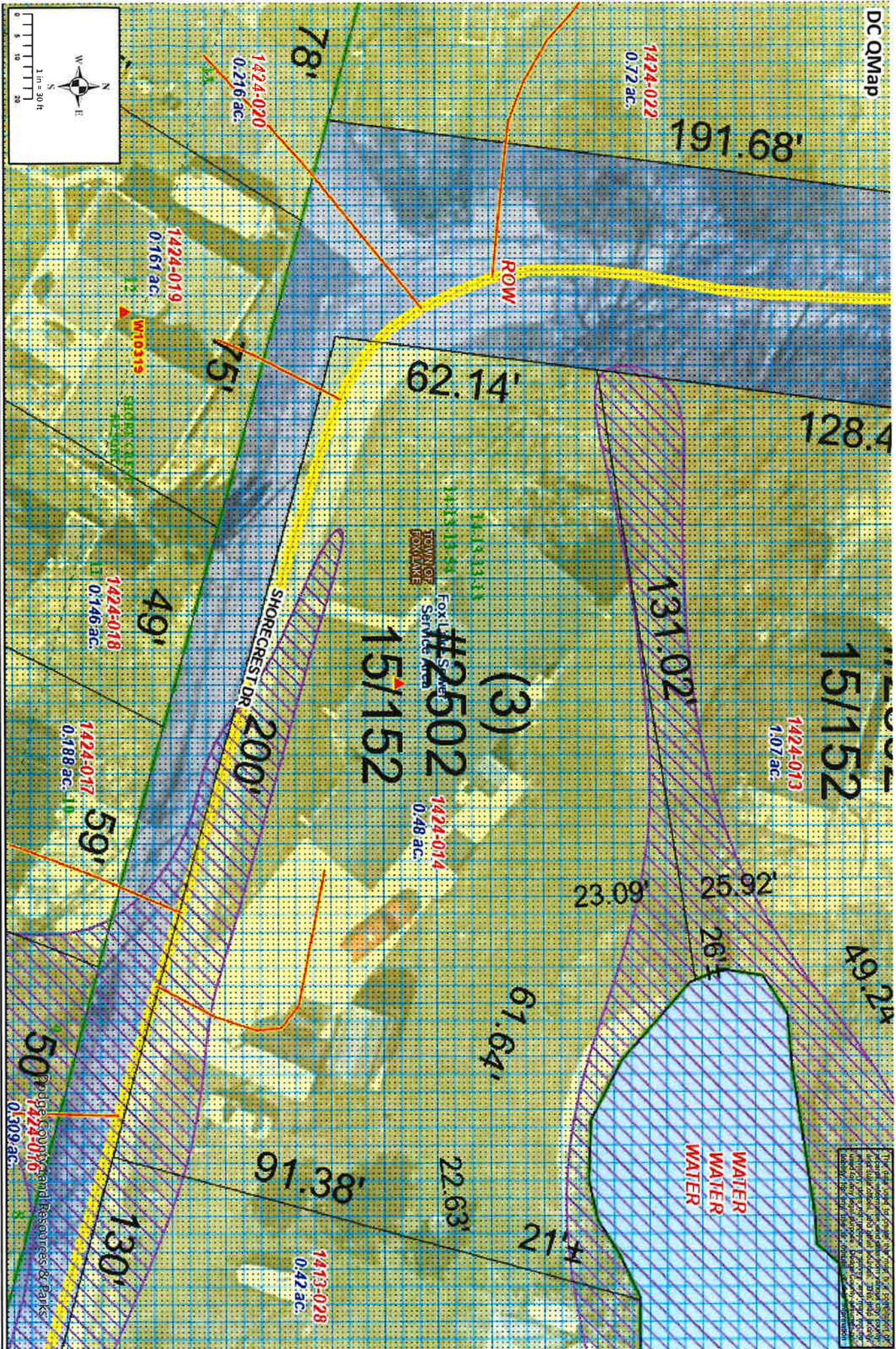
Floodplain / Wetland

- FEMA Floodplain/Storage/Dam Shadow
- DNR Wetland Assessment Points
- Shoreland Zoning
- Shoreland Zoning Buffer
- Lakes/Ponds/Sloughs
- Rivers/Streams/Creeks

County Zoning

- Planned Unit Development
- Hardford Extraterrestrial
- General Agricultural
- Prime Agricultural
- One Family Residential
- Two Family Residential
- Multi-Family Residential
- General Commercial
- Extensive Commercial
- Light Industrial
- Industrial
- Waterbody
- ROW/City/Village





The data used to generate this map is derived from the most current available data. The data is provided for informational purposes only and is not intended for use in any legal proceeding. The user assumes all responsibility for the accuracy and completeness of the data. The user also assumes all responsibility for any errors or omissions in the data. The user further assumes all responsibility for any use of the data for purposes not intended by the data provider.

- General**
  - Urbanized Roads
  - Soils
  - Airport Ordinance 3-Mile Buffer
  - Sewer Service Areas
  - Highly Developed Shoreline
  - Elevation Contours
- MI Historical Society**
  - Historic Structures
  - Archaeological Sites
  - Survey Areas
- Non-Metallic Mining**
  - Active Mining Area
  - Approved Mining Area
  - Mine Property Boundaries
- Floodplain / Wetland**
  - FEMA Floodplain/Storage Dam Shadow
  - DNR Wetland Near Points
- Shoreland Zoning**
  - Shoreland Zoning Buffer
  - Lakes/Ponds/Sloughs
  - Rivers/Streams/Creeks
- County Zoning**
  - Planned Unit Development
  - Hartford Extrateritorial
  - General Agricultural
  - Prime Agricultural
  - One Family Residential
  - Two Family Residential
  - Multi-Family Residential
- General Commercial**
  - General Commercial
  - Extensive Commercial
  - Light Industrial
  - Industrial
  - Waterbody
  - ROW/City Village



## WORKSHEET NO. 1 - IMPERVIOUS SURFACE AREA CALCULATION

These impervious surface area calculations are required per Section 9.0 of the County Shoreland Ordinance. The County impervious surface standards apply to the construction, reconstruction, expansion, replacement or relocation of **ANY** impervious surface on a riparian lot or parcel and any non-riparian lot or parcel that is located entirely within 300 feet of the ordinary highwater mark of any navigable lake, pond, flowage or waterway. An impervious surface is an area that releases, as runoff, all or a majority of the precipitation that falls on it. Under the County's Shoreland Ordinance, an **IMPERVIOUS SURFACE (AREA)** includes all of the following:

- All Buildings/Structures (homes/garages/sheds/etc.)
- Compacted Parking Areas
- Patios constructed with pavers/stone/concrete/blacktop/etc.
- Decks and Porches (covered and uncovered)
- Driveways, Sidewalks, Walkways and Stairways constructed with wood/stone/pavers/gravel/concrete/blacktop/etc.

plus private road surfaces not specifically listed in the Shoreland Ordinance and any other surface/material that is determined by the County Land Use Administrator to be impervious. An impervious surface (area) **excludes** grassed and/or other vegetated areas, frozen soil, public road surfaces and certain private roads or other surfaces that are specifically listed as exempted in the Ordinance.

To complete this worksheet you will need to provide the dimensions and area calculations for **ALL** impervious surfaces (see description below) on your lot that are located (or to be located) within 300 feet of the ordinary highwater mark (edge of the water) of a navigable lake, pond, flowage or waterway. If additional space is required, please attach separate sheet(s) with the applicable dimensions and area calculations shown.

- 1 Is any part of your property located within 300 feet of the "water" (i.e., a lake, river or other navigable waterway/waterbody)?  
 NO, go to line 43.       YES, go to line 2.
- 
- 2 Will any part of your proposed construction (impervious surface) project be located within 300 feet of the water?  
 NO, go to line 43.       YES, go to line 3.
- 
- 3 Is your property a vacant, undeveloped lot (i.e., no existing impervious surfaces present)?  
 NO, go to line 4.       YES, enter "0" (zero) on line 15, then go to line 17.
- 
- 4 Complete **Table 1: PreConstruction (Existing) Shoreland Impervious Surface Area** (lines 5 thru 15) calculations below.

TABLE 1 PRECONSTRUCTION (EXISTING) SHORELAND IMPERVIOUS SURFACE AREA					
<ul style="list-style-type: none"> <li>• Calculate <b>ONLY</b> for the impervious surface areas of your property that are located "<i>Within the Shoreland</i>" of your lot.  <b>NOTE: The "Shoreland" area of your property encompasses all of the land area from the water's edge to a point 300 feet landward.</b></li> <li>• <b>DO NOT</b> include impervious surface areas that are located "<i>Outside of the Shoreland</i>" (i.e., <b>More than 300 feet from the water</b>).</li> </ul>					
Existing Structure or Surface	Width (ft.)	x	Length (ft.)	=	Area (sq. ft.)
5 House.....		x		=	5a
<i>(or other principal structure)...</i>		x		=	5b
.....		x		=	5c
.....		x		=	5d
6 Deck.....		x		=	6a
.....		x		=	6b
7 Patio (area).....		x		=	7a
.....		x		=	7b
8 Porch.....		x		=	8a
.....		x		=	8b
9 Garage.....		x		=	9a
.....		x		=	9b
10 Shed.....		x		=	10a
.....		x		=	10b
.....		x		=	10c
11 Sidewalk/Stairway (area).....		x		=	11a
.....		x		=	11b
12 Driveway (area).....		x		=	12a
.....		x		=	12b
13 Compacted parking area.....		x		=	13a
.....		x		=	13b
14 Other.....		x		=	14a
.....		x		=	14b
15 Add lines 5 thru 14. This is your <b>PreConstruction (Existing) Impervious Surface Area</b> .....					4,691
16 <b>Required PreConstruction Site Plan:</b> Attach, to this worksheet, a site plan of your property (either dimensioned or drawn to scale) showing the preconstruction impervious surface areas listed in Table 1 above. Label this set of plans <b>PreConstruction Impervious Surface Area</b> .					

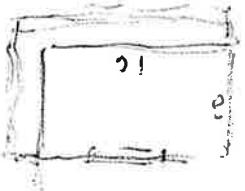
PZA 240307

TABLE 2  
POSTCONSTRUCTION (NEW & EXISTING) SHORELAND IMPERVIOUS SURFACE AREA

- Calculate ONLY for the Impervious surface areas of your property that are located "Within the Shoreland" of your lot.
- NOTE: The "Shoreland" area of your property encompasses all of the land area from the water's edge to a point 300 feet landward.
- DO NOT include impervious surface areas that are located "Outside of the Shoreland" (i.e., More than 300 feet from the water).
- For a totally new structure or surface (e.g., house, deck, patio, etc.) or for an addition to an existing structure or surface, you must enter/calculate the new width, length and area values for that particular structure/surface or addition in their applicable columns below.

New & Existing Structure or Surface Width (ft.) x Length (ft.) = Area (sq. ft.)

18	House	28	60	=	1680	18a
	(or other principal structure)...	17	23	=	391	18b
				=		18c
				=		18d
				=		18e
				=		18f
19	Deck	1	6	=	36	19a
		2	11	=	88	19b
			5	=	50	19c
20	Patio (area)			=		20a
				=		20b
				=		20c
21	Porch			=		21a
				=		21b
				=		21c
22	Garage			=		22a
				=		22b
				=		22c
23	Shed	10	16	=	160	23a
				=		23b
				=		23c
				=		23d
				=		23e
24	Sidewalk/Stairway (area)			=		24a
				=		24b
				=		24c
25	Driveway (area)			=	2372	25a
				=		25b
				=		25c
26	Compacted parking area			=		26a
				=		26b
				=		26c
27	Other			=		27a
				=		27b
				=		27c
				=		27d



SITE PLAN FOR LEASED

28 Add lines 18 thru 27. This is your PostConstruction (New & Existing) Impervious Surface Area. 4747

29 Required PostConstruction Site Plan: Attach, to this worksheet, a site plan of your property (either dimensioned or drawn to scale) showing the postconstruction impervious surface areas listed in Table 2 above. Label this set of plans PostConstruction Impervious Surface Area.

⇨ ⇨ ⇨ PROCEED TO PAGE 3 ⇨ ⇨ ⇨

**WORKSHEET NO. 1 (PAGE 3)**

30 Compare line 28 to line 15.  
 If Line 28 is less than or equal to line 15, go to line 40.  
 If line 28 is greater than line 15, go to line 31.

31 Enter the acreage of your property (If you unsure of the acreage of your property, please contact the Land Resources and Parks Department for assistance.)		31	
32 Area of your property (in square feet) Multiply line 31 by 43,560.	20,908.8	32	
33 Multiply line 28 by 100	4747.00	33	
34 Divide line 33 by line 32. This is your <b>PERCENT IMPERVIOUS SURFACE</b> ⇨ ⇨ ⇨			21.7
<b>Go to line 35</b>			34

*Round to nearest whole number*

35. Is your lot located within an area designated as a highly developed shoreline? (If you are unsure if your lot is located within an area designated as a highly developed shoreline, please contact the Land Resources and Parks Department for assistance.)

**Yes – go to line 36**

**No – go to line 39**

**Don't know – Contact the Land Resources and Parks Department for assistance (920) 386-3700**

36. If the use of the property is for residential use, go to line 37.  
 If the use of the property is for commercial or industrial use, go to line 38.

37.  **LINE 34 IS LESS THAN OR EQUAL TO 30% - Go to line 40.**

**LINE 34 IS GREATER THAN 30% BUT LESS THAN OR EQUAL TO 40% - Go to line 41.**

**LINE 34 IS GREATER THAN 40% - Go to line 42.**

38.  **LINE 34 IS LESS THAN OR EQUAL TO 40% - Go to line 40.**

**LINE 34 IS GREATER THAN 40% BUT LESS THAN OR EQUAL TO 60% - Go to line 41.**

**LINE 34 IS GREATER THAN 60% - Go to line 42.**

39.  **LINE 34 IS LESS THAN OR EQUAL TO 15% - Go to line 40.**

**LINE 34 IS GREATER THAN 15% BUT LESS THAN OR EQUAL TO 30% - Go to line 41.**

**LINE 34 IS GREATER THAN 30% - Go to line 42.**

40. Your proposed project complies with the impervious surface standards of the Dodge County Shoreland Ordinance – Go to line 43

41 Your County Land Use Permit cannot be issued by this department **Until** the property owner develops, submits, agrees to and records a County –approved **Mitigation Plan** that meets the standards set forth in Section 13.0 of the Dodge County Shoreland Ordinance. **You also need to submit/complete Worksheet No. 2 (Mitigation Options Calculation) to this office for departmental review and approval.**

Go to line 43

42. Unfortunately, your project exceeds the maximum amount (percent) of impervious surface area allowed by the Dodge County Shoreland Ordinance and thus your Land Use Permit **Cannot Be Issued** by this department as proposed. Please contact our office to discuss your options regarding this matter [See office contact information below].

Go to line 43

43. Sign and date this form and submit this form along with your Land Use Permit application (and any other applicable worksheet to the Dodge County Land Resources and Parks Department for review and approval.

Person completing this form (Print) <u>Susan M. Cook</u>	Daytime Phone ( <u>920</u> ) <u>219-1100</u>
Signature of person completing this form <u>Susan M. Cook</u>	Date <u>6/5/24</u>

**NOTE: THIS FORM/WORKSHEET IS SUBJECT TO REVIEW AND APPROVAL BY THE DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT.**  
 DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT, 127 EAST OAK STREET, JUNEAU, WI 53039-1329  
 WEBSITE: WWW.CO.DODGE.WI.US  
 EMAIL: LANDRESOURCES@CO.DODGE.WI.US  
 PHONE: (920) 386-3700 (MONDAY-FRIDAY 8:00AM TO 4:30PM)



# Dean & Susan Cook

Town of Fox Lake, Sec. 14

This state  
boards, in  
and state  
advisory  
used for any  
liability for

This map is made from aerial photography and is a composite of various city blocks. The colors in this map are only for identification purposes and may not be used for any liability for

DEL BERNACRES

1424-013  
ASH  
1.1 ac.

**D. & S. COOK**

SHORECREST DR

