

Sheboygan County Shoreland/Floodplain Zoning Permit Application Requirements

Pre-application meeting: Prior to the submittal of a Sheboygan County Shoreland/Floodplain Zoning Permit Application, you or your agent are advised to schedule an appointment with Department Staff to meet (on the property or in our office) and discuss your proposed project.

The permit application submittal shall include, but may not be limited to the following:

- A thoroughly completed Sheboygan County Shoreland/Floodplain Zoning Permit Application.
- A survey completed by a Wisconsin Registered Land Surveyor containing the elements described on the Shoreland/Floodplain Survey Submittal Checklist. *(this requirement may be waived based upon staff onsite observations of the subject property):*
- Plans (drawn to scale) of all proposed structures and/or proposed additions.
 - Floodplain development may require you submit floodplain analyses prepared by a Wisconsin Professional Engineer. These analyses must be reviewed by the Wisconsin Department of Natural Resources Water Management Engineer for compliance with state code requirements prior to being used by the Department for regulatory/permitting purposes; development in the floodplain may also require floodproofing the proposed development.
 - Filling, grading, and excavating projects (including ponds) may require the submittal of existing and proposed topography and typical cross-sections of the existing site and proposed development.
- Erosion control/sediment containment plan
- Mitigation plan as determined by Department Staff based on Ordinance requirements.
- Fees (must be submitted at the time of permit application):

Shoreland Permit	255.00
Shoreland Permit - w/mitigation option	355.00
Shoreland Permit - floodplain development	330.00
Shoreland Permit - accessory Structure >300' from OHWM & out of flood plain	75.00
Shoreland Permit - staff drawing	200.00
Shoreland Conditional Use (in addition to permit fee)	655.00
Shoreland Permit - renewal/transfer/amendment	100.00

The following supplemental material can be found on the Department webpage SheboyganCounty.com:

- *Sheboygan County Shoreland Ordinance*
- *Sheboygan County Floodplain Ordinance*
- *Sheboygan County Mitigation Guidebook*
- *Sheboygan County Shoreland/Floodplain Zoning Permit Application*

For additional information please contact the Department at 920-459-3060 or email at plancon@SheboyganCounty.com.

Shoreland/Floodplain Survey Submittal Checklist

The following checklist outlines the mapping components required as part of your Shoreland/Floodplain Zoning Permit Application. The Survey must be completed by a WI Registered Land Surveyor. A signed/sealed original of the survey is required to be submitted with your application packet.

The following items should be shown on the map:

- The lot boundaries of the subject parcel.
- The water's edge on the day of the survey.
- The Ordinary High Water Mark (OHWM) and the OHWM setback line (consult with Department staff).
- The average setback (determined by Department staff; for inland water bodies only).
- Bluff height determination for Lake Michigan properties north of the City of Sheboygan [see Section 72.15(1)(b)3. of the Shoreland Ordinance].
- That part of the lot that is within 300 feet of the OHWM (indicate the area of this part of the property in square feet).
- The area (in square feet) of all developed surfaces within the area that is within 300 feet of the OHWM (this would include buildings measured to the edge of the roof overhang, eave, eave trough/rain gutter, decks, patios, driveways and parking areas no matter what the surface, walkways, sidewalks, porches, etc.).
- All proposed development including but not limited to filling, grading, excavating, soil stockpiles, buildings (include eaves, overhangs, eave troughs/gutters), decks, patios, driveways, parking areas, walkways, stairways, porches, etc.
- The height of all structures that are located within 75 feet of the OHWM measured from the lowest point of any exposed wall and its intersect with the ground, to the highest point of a structure, not including antennas or chimneys.
- Location of existing or proposed septic systems or soil borings.
- Applicable floodplain elevations and floor elevation of existing or proposed structures(consult with Department staff for this information).
- Existing or proposed wells.
- Existing and proposed topographic information or slope determination if applicable.
- A permanent benchmark referenced to National Geodetic Vertical Datum-1929 (NGVD 29).