

## WAUSHARA COUNTY TRAVEL TRAILER REQUIREMENTS

Waushara County has a recreational vehicle/travel trailer ordinance in place within the unincorporated townships under County Zoning, and within the shoreland areas of those unincorporated areas, which have not adopted County Zoning. This ordinance allows for a unit to be utilized on a vacant parcel for temporary living on a limited basis. After each use, the unit must be removed from the property, stored within a completely enclosed building, or stored at a place of residence or commercial storage facility. The unit cannot be stored unoccupied on the property, unless conditional use approval is obtained by public hearing from the Planning & Zoning Committee. Once a residence has been established on a parcel, a single recreational vehicle/travel trailer can only be stored on the property, provided storage is within 300' of the residence. The unit cannot be used for overflow living or occasional sleeping.

To be eligible for a conditional use permit, the property must be vacant of any dwellings, be 10 acres or more in size, and zoned general agriculture. If these criteria are met, a conditional use application can be made at the Zoning Office. You can contact the Zoning Office to obtain the scheduled public hearing dates, as well as applicable deadlines for each hearing. Information you will need in order to make a conditional use application:

- Two color photographs not less than 2 ½" X 4" showing the front, both sides, and rear of the unit.
- A photocopy of the title.
- The size, age, model/make of the unit.
- Site plan which shows the location of the unit, distances to property lines (100' minimum required), roads, waterways, wetlands, floodplains and other matters of environmental concern, type of vegetation, location of planned improvements such as well and septic, type of vegetation, location of existing and/or proposed driveways.
- If the applicant does not own the property on which the travel trailer is to be placed, we must have a copy of the accepted offer to purchase at the time application is made, or the applicant must sign an affidavit verifying he has the owner's permission to make the application.
- \$300.00 application fee.

Prior to the public hearing, the Zoning Office is required to advertise the application in the official County newspaper (Waushara Argus), notify the Township, and if applicable, the Department of Natural Resources for shoreland applications. We also will notify property owners within 300' of the borders of the parcel where the unit will be placed. When the public hearing is held, all information in favor of and opposed to the application is heard, and the Planning and Zoning Committee will reach a decision.

If the conditional use is approved, an annual inspection by the Zoning Office will be conducted (for which a \$40.00 fee is charged) to ensure that the unit is licensed and roadworthy, conforms to all setbacks, has no additions, attachments, is not placed on a foundation, and is served by adequate sanitary facilities (as defined below).

If the conditional use is denied, the unit cannot be stored unoccupied on the property. The alternatives described in paragraph 1 are still available.

Adequate sanitary facilities must be utilized at all times as follows:

- If no running water exists with the exception of a hand pump located outside of the unit, a chemical, gas, incinerator toilet or a vault privy must be utilized in addition to the toilet facilities, which may be furnished within the unit.
- If the unit is provided with running water, the unit must be served by a conventional septic tank/drainfield or other method of private sewage disposal approved by DCOMM and the Waushara County Utilities Code. A sanitary permit is required for this type of a system.

Information on requirements for placement of recreational vehicle/travel trailers within incorporated cities and villages as well as unincorporated townships, which have not adopted county zoning, should be obtained directly from these municipalities, as they are beyond our jurisdictional boundaries.

Additional information can be obtained by writing Waushara County Zoning, P.O. Box 1109, Wautoma, WI 54982, or calling (920) 787-0453 or faxing (920) 787-6516.