Land Divisions/Subdivisions

Regulations on land divisions and subdivisions are administered by the County Zoning Office and apply in all the unincorporated areas of Waushara County. Land divisions which create new lots of fifteen acres or less must be surveyed by a land surveyor, must front on a public road, and may need local municipal approval. Land divisions which create smaller lots, or more than two lots may have to meet additional requirements. No new lots can be created that can only be served by a holding tank. Questions on dividing land in incorporated Villages or Cities should be directed to your local Village or City Clerk. For all unincorporated areas of the County, contact the Land Conservation & Zoning Office.

Driveway Standards

Spacing and construction standards apply on most Town, County and State highways. Check with the County Zoning Office, Waushara County Highway Department, or Wisconsin Department of Transportation for further details.

Uniform Address System

Waushara County has implemented the enhanced 911 system and adopted a uniform county-wide property addressing system, which applies to all unincorporated rural areas of the county. Property address numbers are assigned based on the location of the driveway serving the structure(s). The assignment of the uniform address number is initiated at the time a land use permit is made. Questions on lands in incorporated villages or cities should be directed to your local village or city clerk.

Uniform Dwelling Code

The Uniform Dwelling Code (UDC) is administered through Waushara County and permits and inspections are required for all remodeling, additions, and new 1 or 2 family dwellings, as well as swimming pools and altered electrical services for all municipalities except the Town of Warren*, the Village of Wild Rose and the City of Wautoma. Office hours of the Building Inspectors' office in the Waushara County Courthouse are 8:00 am to 10:30 am Monday through Friday. Phone (920) 787-6510.

As a rural property owner, you may be affected by one or more of the land use laws administered by the Waushara County Land Conservation and Zoning Office. This brochure briefly explains these laws which are designed to protect you, your property, and preserve and protect public health and the environment of our County.

This brochure cannot completely explain all the applicable land use regulations that may apply to your property. If you have any questions about these or other programs administered through our office, please feel free to contact us.
**Setback/Zoning Requirements**

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Min Lot Size</th>
<th>Min Lot Width</th>
<th>Town Road *</th>
<th>CTH *</th>
<th>State Road *</th>
<th>Principle Building Setback Side</th>
<th>Rear</th>
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<tr>
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<td>10,000</td>
<td>75</td>
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<td>A-G</td>
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<td>O-N</td>
<td>1 acre</td>
<td>150</td>
<td>30/63</td>
<td>42/75</td>
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</tbody>
</table>

* Edge of ROW/Centerline of Road, whichever is greater. ** Contact Zoning for requirements.

Lots not meeting the above criteria, but existing and of record prior to adoption of zoning may be considered buildable—provided all the required setbacks listed above are maintained and is at least 10,000 sq ft in area and 65’ in width at the building site and water (if served by a septic system) or 7,500 sq ft in area and 50’ in width at the building site and water (if served by public sewer).

Setback/Zoning Requirements are administered by the County Zoning Office, and apply in the unincorporated areas of all 18 Townships, except those lands in the Town of Warren* which are greater than 1,000 feet from a lake and 300 feet from a stream or the edge of the floodplain. Property owners within incorporated city or village limits not served by municipal sewer should contact both the County Zoning Office and their local clerk. Land use permits are required for most structures, including seasonal and permanent dwellings, garages, storage buildings, decks, patios, retaining walls, etc. Land use permits are required for all structures 100 square feet or larger, OR for any structural improvements that increase the property value $1,000 or more. Land use permits for dwellings (720 sq ft minimum required for home) can only be approved after the applicable sanitary permit has been obtained from this office. Setback distances apply to all structures regardless of whether a permit is needed. Additional regulations apply to establishing accessory buildings (such as garages and storage buildings) on vacant lands. It is best to contact the Zoning Office before beginning any project to check on applicable requirements.

*Check with your respective town Clerk for setback and additional requirements in your area.

**Accessory Buildings**

Side and rear yard minimum setback is 7 1/2’ in all zoning districts. All accessory buildings require a detailed floor plan, cannot exceed one story, and may be required to execute a verified affidavit prohibiting the building’s use for living purposes even on a temporary basis.

**Nonmetallic Mining**

Any person within Waushara County, including cities and villages, wishing to extract sand, gravel, top soil, etc. will require approval of a reclamation plan through a public hearing. The plan will provide details of how the site will be used and restored after mining is completed. Persons in those areas governed by County Zoning Laws must also obtain conditional use approval through a public hearing for siting of the mine. Nonmetallic mining where activities are less than 1 acre for the life of the mine, or for the landowner’s personal use on the same property, are exempted from the reclamation requirements. Filling and grading in shoreland areas may have other restrictions. For additional information, contact the Zoning Office.

**Septic System Requirements**

Septic system requirements are also administered by the County Zoning Office, and apply in all areas of the County not served by a municipal sewer. Permits are required for repairing, replacing, and altering existing septic systems, as well as installing new ones. All work must be done by a qualified, licensed plumber. Soil tests must be taken by a licensed Certified Soil Tester prior to issuing such permits. All septic systems must be visually inspected every three years for signs of leaking tank and/or ponding of absorption area (drainage field) by a properly licensed professional. Pumping of tanks must be done by a licensed septic hauler. Inspection and servicing must be reported to the County Zoning office. Never enter a septic tank without a proper respirator. Drainage fields should never be driven over or plowed. Vents should be kept clear of snow and debris.

**Travel Trailers/Recreational Vehicles**

In those areas of Waushara County which are governed by the County Zoning Laws, travel trailers and recreational vehicles cannot be stored on vacant lands. These units can be used for recreational purposes in most zoning districts, but must leave with the occupants. A travel trailer or recreational vehicle can, however, be stored at a place of residence, or inside a completely enclosed building. A conditional use permit may be obtained for unoccupied storage of a travel trailer on parcels of land more than 10 acres in size and zoned general agricultural. Contact the Zoning Office for specific requirements and public hearing procedures.

**Used Dwellings**

In those areas of Waushara County which are governed by the County Zoning Laws, used dwellings must have a minimum of 720 square feet, and placement requires a conditional use permit which may be approved only after a public hearing. The applicant shall demonstrate that the placement of a used dwelling shall meet all Waushara County Code requirements (including those of the Uniform Dwelling Code), and shall be finished in such a manner as to add to its surroundings and maintain area property values. Adequate sanitary facilities must be provided and permits obtained. Contact the Zoning Office for used dwelling requirements and/or public hearing information and procedures.

**Water Setbacks**

Minimum water setback in all zones is 75’ from the ordinary high water mark of a lake or stream, except for boathouses and livestock housing. Contact the County Zoning Office for setbacks and other restrictions in shoreland areas.

**Shoreland, Wetland and Floodplain Zoning**

Filling, draining, dredging, ditching, or other similar activities done in or near a lake, stream, or wetland area may need to comply with one or more of these programs. It may also require a permit from the Department of Natural Resources or the U.S. Army Corps of Engineers. Contact the Zoning Office for restrictions on stairs, landings, decks, gazebos, and retaining walls.