



Rural Accessory Building Determination City of Washburn

Version: May 25, 2017

WASHBURN CITY HALL
119 Washington Avenue
Washburn, WI 54891

Overview: Upon petition the City may allow more than two accessory structures or more than the allowable floor area provided the parcel is three acres in size or larger and some or all of the existing accessory structures meet the definition of rural structure. A rural accessory structure is generally defined as an existing building that (1) is set apart from other buildings as being distinct, due to its construction technique, construction materials, age, historical significance; (2) is characteristic of past agricultural practices or rural life, whether presently utilized or not for such agricultural practice; and (3) which is sufficiently sound to meet minimum safety requirements.

Governing regulations: The procedures and standards governing this application process are found in Article 7 of the City's zoning code.

General instructions: Complete this application and submit one copy to the City Clerk at the mailing address shown above. Before you formally submit your application, you may meet with the City Administrator who can answer any questions you may have. You may also ask the City Administrator to review your application before it is formally submitted to determine if it is complete and provides enough information to describe the circumstances related to this application. If you have any questions, do not hesitate to contact the City Administrator at (715) 373-6160 ext 4 or via e-mail at washburnadmin@cityofwashburn.org.

Office Use Only

Date Received: _____ Received By: _____ Fee Paid: _____

1. **Applicant and agent information** Include the names of the agent, if any, that helped prepare this application including the supplemental information. Examples include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	<u>Applicant</u>	<u>Agent</u>
Name	_____	_____
Street address	_____	_____
City, state, zip code	_____	_____
Daytime telephone	_____	_____
E-mail address	_____	_____

2. **Subject property information**

Physical address _____

Tax key number(s) _____

Note: The tax key number can be found on the tax bill for the property or it may be obtained from the City Clerk.

Is the subject property currently in violation of the City's Zoning Code as determined by the zoning administrator?

- No
 Yes

If yes, please explain.

Comment: Pursuant to Section 6-10 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land that is in violation of the zoning code, except to correct the violation or as may be required by state law.

Are there any unpaid taxes, assessments, or other required payment that are specifically related to the subject property?

- No
 Yes

If yes, please explain.

Comment: Pursuant to Section 6-11 of the City's zoning code, the City may not issue a permit or other approval that would benefit a parcel of land where taxes, assessments, or other required payments are delinquent and due.

3. Zoning information. The subject property is located in the following zoning district(s). (check all that apply)

- | | | |
|---|--|---|
| <input type="checkbox"/> R-1 Rural residential | <input type="checkbox"/> C-1 Cottage commercial | <input type="checkbox"/> MUW Mixed-use waterfront |
| <input type="checkbox"/> R-2 Suburban residential | <input type="checkbox"/> C-2 General commercial | <input type="checkbox"/> L-1 Lakefront |
| <input type="checkbox"/> R-6 Mixed residential | <input type="checkbox"/> C-3 Downtown commercial | <input type="checkbox"/> M Marina |
| <input type="checkbox"/> R-7 Waterfront residential | | <input type="checkbox"/> I Industrial |

4. Property map and chart. Attach a map to this application which clearly shows the locations of all existing buildings on the subject property. On the face of the map, label each building with an identification number (e.g., 1, 2, 3). Then complete this table with readily available information.

Bldg. ID	Building Description [1]	Structural Condition [2]	Year of Original Construction [3]	Floor Area in Square Feet [4]
1				
2				
3				
4				
5				

Notes:

- Describe the building (e.g., residence, garage, dairy barn, milk house), its historical significance if any, and any additions that have been added.
- To qualify as a rural structure, the structure must be structurally sound. Indicate if the structure is structurally sound, and if not, what will be done to make it structurally sound or when it will be removed.
- If the year of construction is not known, provide an approximate year or a time period (e.g., 1930-1940).
- The size of the building is measured from outside wall to outside wall.

5. Pictures. As a supplement, you may provide pictures of the various buildings. If you do so, please label them with the building identification number used on the map and in the chart.

6. Other information. You may provide any other information you feel is relevant to the review of your application.

7. Applicant certification

- I certify that all of the information in this application, along with any attachments, are true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes city officials, Plan Commission members, Common Council members, employees, and other designated agents to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of such written materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner Signature(s):

Date:
