

DOOR COUNTY LAND USE SERVICES
421 Nebraska Street – Door County Government Center
Sturgeon Bay, Wisconsin 54235
Phone: (920) 746-2323 - FAX: (920) 746-2387

APPLICATION FOR IMPERVIOUS SURFACE AUTHORIZATION

TO THE ZONING ADMINISTRATOR: The undersigned hereby makes application for an IMPERVIOUS SURFACE AUTHORIZATION for the work described and located as shown herein. The undersigned agrees that all work shall be done in accordance with the requirements of the Door County Zoning Ordinance and Mitigation Handbook.

1. OWNER NAME AND MAILING ADDRESS

Name _____
No. _____ Street _____
City _____ State _____ Zip _____
Phone # _____ - _____ - _____
Cell Phone # _____ - _____ - _____
Email: _____

2. BUILDING SITE LOCATION

Fire # _____ Road _____
Town of _____

Parcel No. _____ - _____ - _____

3. BUILDER NAME AND MAILING ADDRESS

Name _____
No. _____ Street _____
City _____ State _____ Zip _____
Phone # _____ - _____ - _____
Cell Phone # _____ - _____ - _____
Email: _____

4. SURVEYOR/ENGINEER CONTACT INFORMATION

(If applicable)

Name _____
No. _____ Street _____
City _____ State _____ Zip _____
Phone # _____ - _____ - _____
Cell Phone # _____ - _____ - _____
Email: _____

5. REQUIRED DOCUMENTS OR PLANS

- 1.) Calculation of impervious surface ratio.
- 2.) A site plan that describes the existing and proposed impervious surface and runoff treatment measures as well as an explanation of when and how those measures will be maintained.

Please know that an enforceable obligation on the property owner to establish and maintain the stormwater treatment measures is required.

6. FEE SCHEDULE:

Make check payable to the Door County Treasurer in the Amount of \$1000.00.

Receipt # _____ Fee _____ Date _____

7. AUTHORIZATION FOR INSPECTION

I hereby authorize the Door County Staff to enter and remain in or on the premises for which this application is made at any reasonable time for all purposes of inspection relative to this petition.

8. SIGNATURE OF APPLICANT OR AGENT

Date _____

(FOR OFFICE USE ONLY)

Project: _____ Receipt: _____ Fee: _____ Date: _____

Impervious Surface Treated: _____ square feet

Shoreland Zoning District: Yes _____ No _____

Date Plan Submitted: _____

Plan Approved by Door County Soil and Water: Yes _____ No _____

Plan Approved by Door County Land Use Services: Yes _____ No _____

Restrictive Covenant: Date Created: _____ Date Recorded: _____

Permit Issued: (by) _____ (date) _____ (for) _____

Permit Denied: (by) _____ (date) _____ for the following reasons: _____

- Mapping Technician – update ISR layer to reflect storm water runoff plan (date) _____



County of Door LAND USE SERVICES

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Website: www.co.door.wi.gov/164/Land-Use-Services

PROJECT SCOPE DECLARATION [2017 Wisconsin Act 68; Effective November 29, 2017] and AUTHORIZATION FOR INSPECTION

Please provide a description of your project.

§ 66.10015(2)(b), Wisconsin Statutes, provides as follows:

“If a project requires more than one approval or approvals from one or more political subdivisions and the applicant identifies the full scope of the project at the time of filing the application for the first approval required for the project, the existing requirements applicable in each political subdivision at the time of filing the application for the first approval required for the project shall be applicable to all subsequent approvals required for the project, unless the applicant and the political subdivision agree otherwise.”

Please check which of the following two statements applies to this project.

- This is the first application filed for the project in which the full scope of the project has been identified. I acknowledge and understand that, for purposes of § 66.10015(2)(b), Wis. Stats., the full scope of the project is identified in this application.
- This is not the first application filed for this project where the full scope of the project was identified. The first application was filed with the Town/Village/City/County/State of _____ on the _____ day of _____, 20____. I acknowledge and understand that, for purposes of § 66.10015(2)(b), Wis. Stats., the full scope of the project was identified in the first application.

This Declaration is incorporated into and made part of the associated Door County application.

By signing and submitting this form, I also hereby authorize the Door County Staff to enter and remain in or on the premises for which this application is made at any reasonable time for all purposes of inspection relative to this application.

Property Owner(s) Name(s):

Signature _____

Date: _____

Signature: _____

Date: _____

Parcel Number (of Project): _____ - _____ - _____

Fire Number & Street Address (of Project): _____



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WETLAND NOTICE & ACKNOWLEDGMENT

According to 2009 Wisconsin Act 373, no permit may be issued until the property owner signs the statement below acknowledging that s/he received the following notice:

YOU ARE RESPONSIBLE FOR COMPLYING WITH STATE AND FEDERAL LAWS CONCERNING CONSTRUCTION NEAR OR ON 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 at <http://dnr.wi.gov/topic/Wetlands/identification.html> OR CONTACT THE DEPARTMENT OF NATURAL RESOURCES SERVICE CENTER.

By signing this, I acknowledge I have received this notice.

PROPERTY OWNER NAME: _____

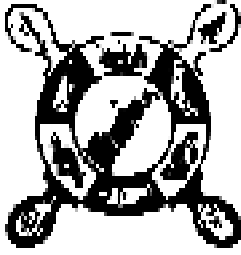
SIGNATURE: _____ DATE: _____

PARCEL NUMBER: ____ - ____ - _____

FIRE NUMBER & STREET ADDRESS OF PROJECT: _____

A brochure regarding wetlands may be found on the Land Use Services Department website at this link: <https://www.co.door.wi.gov/DocumentCenter/View/2975/Wetland-Brochure>.

For detailed information regarding wetland mapping, types, functions, identification, and boundary delineation, please visit the Wisconsin Department of Natural Resources website, <https://dnr.wi.gov/topic/Wetlands/>. The website contains educational information, maps, and videos, as well as lists of qualified wetland delineators.



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IMPERVIOUS SURFACE RATIO WORKSHEET

IMPERVIOUS SURFACE (IS): An area that releases as runoff all or a majority of the precipitation that falls on it which includes rooftops, sidewalks, driveways, parking lots, decks/patios, concrete asphalt, gravel, retaining walls pavers and private roads. *Public roads and public sidewalks within public rights-of-way are not considered impervious surfaces for calculation purposes.*

COMPREHENSIVE IMPERVIOUS SURFACE RATIO (ISR): A measure of the intensity of use of a parcel of land determined by dividing the total area of all impervious surfaces within the site by the total area of the site.

Example: 10,000 sq. ft. (IS area) / 40,000 Sq. ft. (lot area) = 0.25 or 25%

SHORELAND IMPERVIOUS SURFACE RATIO (ISR): For waterfront (riparian) lots and non-waterfront (non-riparian) lots that are located fully within 300' of the ordinary high water mark (OHWM), ISR shall be calculated by dividing the total area of all impervious surfaces located within 300' of the OHWM within the site by the total area of the site.

Example: 4,000 sq. ft. (IS area w/in 300' of OHWM) ÷ 40,000 Sq. ft. (lot area) = 0.10 or 10%

LOT AREA: The area of a horizontal plane bounded by the front, side, and rear lot lines of a lot, but not including the area of any land below the ordinary high water mark of navigable waters.

***Complete the calculations below and make sure the site plan accurately reflects the impervious surfaces.**

DIRECTIONS:

If your lot is not located within 300' of navigable water, only complete the columns below pertaining to the entire lot (2 & 4).

If your lot is located fully within 300' of navigable water, only complete the columns within 300' of the OHWM (1 & 3).

If your lot fronts navigable water and extends inland more than 300' from that water, complete all 4 columns.

TOTAL LOT AREA = _____ SQUARE FEET

	EXISTING CONDITIONS (SQ. FT)	
	COLUMN 1	COLUMN 2
	IMPERVIOUS SURFACE WITHIN 300' OHWM	IMPERVIOUS SURFACE WITHIN ENTIRE LOT
MAIN BUILDING =	_____	_____
DRIVEWAY =	_____	_____
PARKING =	_____	_____
DECKS/PATIOS =	_____	_____
WALKWAYS =	_____	_____
GARAGE =	_____	_____
SHED =	_____	_____
OTHERS (S) =	_____	_____
OTHERS (S) =	_____	_____
OTHERS (S) =	_____	_____
TOTAL IS =	_____	_____

FINAL/AS BUILT CONDITIONS (SQ. FT.)	
COLUMN 3	COLUMN 4
IMPERVIOUS SURFACE WITHIN 300' OHWM	IMPERVIOUS SURFACE WITHIN ENTIRE LOT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL IS (WITHIN 300')	_____ ÷ lot area = _____ × 100 = _____%
TOTAL IS (ENTIRE LOT)	_____ ÷ lot area = _____ × 100 = _____%

_____ ÷ lot area = _____ × 100 = _____%
_____ ÷ lot area = _____ × 100 = _____%

I, (Signature) _____ certify that the calculations submitted above for the Impervious Surface Ratio are accurate and complete to the best of my knowledge. Date: _____.

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IMPERVIOUS SURFACE AUTHORIZATION REQUIREMENTS

The following are required for an Impervious Surface Authorization permit to be issued:

A site plan that depicts the existing and proposed impervious surfaces and runoff treatment measures as well as an explanation of when and how those measures will be maintained.

Please know an enforceable obligation on the property owner to establish and maintain the stormwater treatment measures is required. The enforceable obligations shall be evidenced by the instrument created by Door County Staff, signed by the owner in front of a notary public, and recorded in the office of the Register of Deeds prior to issuance of the permit (\$30.00 recording fee, payable to The Register of Deeds).

***See the attached site plan and enforceable obligation examples.**

MORE INFORMATION CAN BE FOUND:

DNR – Storm Water Post-Construction Technical Standards

https://dnr.wisconsin.gov/topic/Stormwater/standards/postconst_standards.html#:~:text=STORM%20WATER%20TECHNICAL%20STANDARDS%2C%20MODELS%20AND%20BMPS%20,%20%20May-12%20%208%20more%20rows%20

DNR – Information on Rain Gardens

<https://dnr.wisconsin.gov/topic/Stormwater/raingarden>

DNR – Additional Rain Garden Information

<https://dnr.wi.gov/topic/stormwater/documents/1009RainGarden.pdf>

For additional information regarding the review of application materials or to contact Door County staff regarding your project:

For questions pertaining to the zoning ordinance and dimensional standards of the project, please contact: **Door County Land Use Department – 920.746.2323**

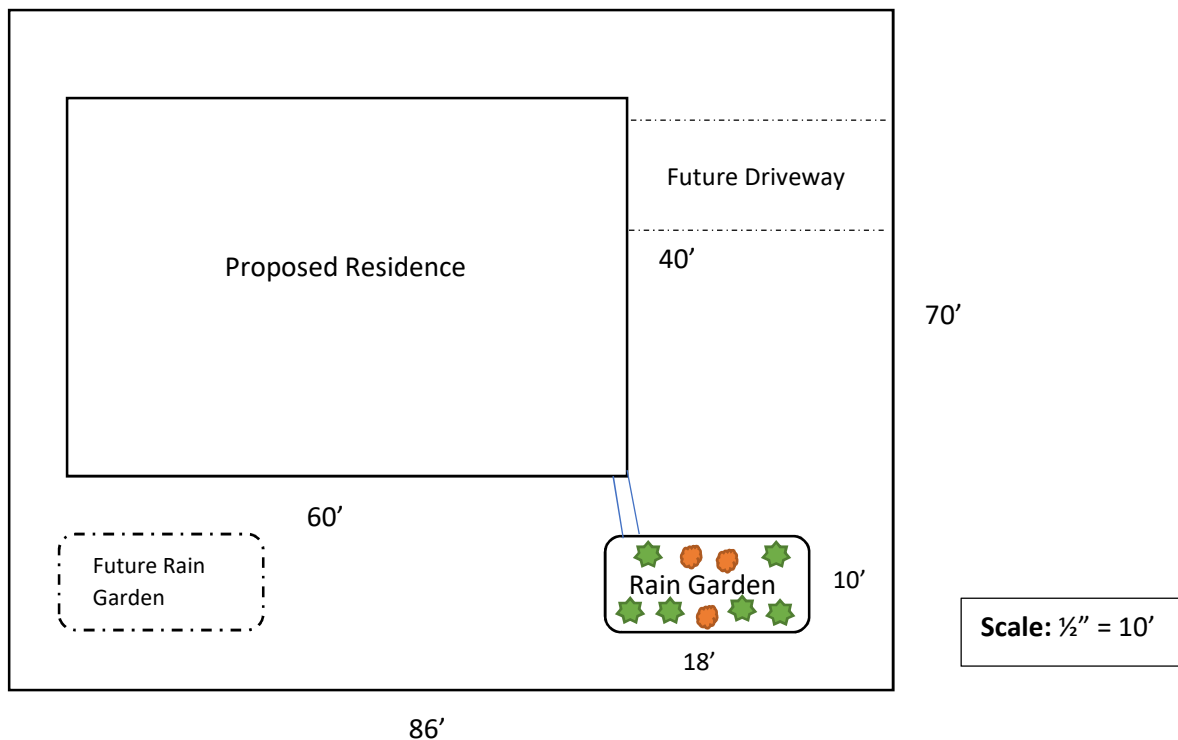
For questions regarding treatment design and function, please contact: **Door County Soil and Water Conservation Department – 920.746.2214**

EXAMPLE: Rain Garden

The following is an example of the site plan and information needed for an Impervious Surface Authorization.

*The residence footprint indicated includes all impervious surfaces on the parcel and includes the covered patio. This example was created using the information provided in the Todd Examples throughout the DNR guide: [RAIN GARDENS A GUIDE FOR HOMEOWNERS AND LANDSCAPERS](#)

Link: <https://dnr.wi.gov/topic/Stormwater/documents/RainGardenManualPrint.pdf>



The purpose of this rain garden is to capture clean water runoff from a portion of the proposed home construction. The rain garden will be created of a size and depth so as to allow the construction of greater than a 30% Impervious Surface Ratio on the parcel. The proposed rain garden will be located in the southeast corner of the lot.

Design and Construction of the Rain Garden:

This rain garden's design and construction will be in accordance with the DNR Rain Garden 1009 publication.

Total Parcel Size = 70 feet x 86 feet = 6,020 SF

Total Impervious Surface as Proposed = 60 feet x 40 feet = 2,400 SF

Proposed Impervious Surface Ratio = 39.87 %

Allowable ISR = 30% or = 1806 SF of Impervious Surface

Impervious Surface Requiring Mitigation = 594 SF (2,400 SF - 1,806 SF)

Downspout collection of approximately 25% of the roof = 600 SF (2,400 SF x 25%)

The rain garden will be located within 30 feet of the home with a 5% slope and depth of 6 inches.

Todd's yard is silty and based on a drainage area of 600 SF, he will need a 180 SF rain garden.

The rain garden will be located 13' from the building foundation, in compliance with DNR Technical Standard 1009 *Table 1. Minimum Rain Garden Setback Distances.*

Rain Garden Planting and Maintenance:

Rain Garden plants will include those listed on the DNR recommendations table and be chosen based favorable soil type and light preference.

The rain garden will be constructed and planted within xx days of permit issuance.

Initially, chicken wire fencing will be placed around the periphery of the rain garden to discourage animal browsing.

Erosion control matting or mulch will be applied to the rain garden once planting is completed.

Maintenance of the rain garden will include the following activities and frequencies:

Table 4. Typical Maintenance Activities for Rain Garden Areas

ACTIVITY	FREQUENCY
Inspect rain garden to remove nuisance or invasive plants and identify problems with excess moisture, soil erosion, berm settling or failure of any other component	At least three times per growing season
Water plants	As needed for several weeks after planting, and during drought conditions thereafter
Monitor water level after a large rainfall to ensure drainage	As needed, especially during the first year
Remove nuisance or invasive plants	As needed per inspections
Re-plant void areas	As needed per inspections
Treat diseased trees and shrubs	As needed per inspections
Repair eroded areas and any berm damage or settling	As needed per inspections
Remove trash and debris	As needed per inspections
Remove excessive dead plant material	Annually (spring recommended)

*Example of maintenance activity and frequency schedule taken from the document *Wisconsin Department of Natural Resources Technical Standard Rain Garden 1009.*

Document No. EXAMPLE

**RESTRICTIVE COVENANT.
Impervious Surface Authorization**

Todd Example, ("Owner") does hereby declare and agree as follows:

This Restrictive Covenant applies to Tax Parcel Number 024-00-000000A situated in the Town of Sturgeon Bay, County of Door, State of Wisconsin ("subject property") and more particularly described in Exhibit A, attached hereto and incorporated herein by reference as if set forth in full.

Todd Example is the owner of, and has the right to possess, use, and convey, the subject property, subject to this Restrictive Covenant.

On January 1, 2020, Owner made application for a Door County ("County") Impervious Surface Authorization to construct one (1) rain garden for the purpose of treating storm water runoff from 594 square feet of impervious surfaces on the subject property. A primary purpose of such Authorization is to ensure treatment of the storm water runoff from impervious surfaces so that the surfaces are considered pervious per § IV. B. 5. g., Door County Shoreland Zoning Ordinance.

County's decision to authorize and allow is expressly conditioned on, among other things, this Restrictive Covenant, the Impervious Surface Authorization (which is on file at the County Land Use Services Department and incorporated herein by reference as if set forth in full), the rain garden plans (attached hereto as Exhibit B and incorporated herein by reference as if set forth in full), and the February 1, 2020 Memorandum from Door County Soil & Water Conservation Department (attached hereto as Exhibit C and incorporated herein by reference as if set forth in full). Owners shall: 1) construct the rain garden as designed (i.e., as set forth in the Rain Garden Plans) within one (1) year after issuance of the Impervious Surface Authorization; and 2) maintain in perpetuity the rain garden in accordance with County approved designs and operation and maintenance requirements, and in a manner that will permit the rain gardens to perform the purposes for which they were designed and constructed (i.e., to treat storm water runoff from a total of 594 square feet of impervious surfaces on the lot).

Door County has the discretionary authority to enforce this Restrictive Covenant, including the right of ingress, egress, and regress to the subject property for inspection and compliance verification activities.

This Restrictive Covenant runs with the land in perpetuity and binds the Owner and Owners successors, heirs, and assigns.

Owner must execute and then record this Restrictive Covenant with the Door County Register of Deeds, and provide a copy with recording information to the Door County Land Use Services Department, before issuance of the above referenced Impervious Surface Authorization.

Owner acknowledges having read and understood this Restrictive Covenant.

Accepted and approved this _____ day of _____, 2020.

Signature of Todd Example, Owner

THIS DOCUMENT WAS DRAFTED BY:
DCLUSD Zoning Administrator
Door County Land Use Services Department

RETURN TO:

Door County Land Use Services Department
421 Nebraska Street
Sturgeon Bay, WI 54235

Parcel ID Number 024-00-000000A

STATE OF WISCONSIN

} SS

_____ County
Personally came before me, this _____ day of _____
2020, the above named Todd Example known to me to be the person
who executed this instrument.

(signature)

(print name)

Notary Public _____ County, WI
My Commission expires _____ /is permanent