

# City of Cumberland Zoning Procedures for Review and Issuance of Land Use Permits

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A **Land Use Permit** (LUP) is required before the construction of any fence.

A LUP Application shall be submitted by mail or in person to the Zoning Administrator. The application must be complete and signed by the **property owner** with the required fee submitted.

Zoning Administrator will review the LUP Application and make a determination within 2-5 business days that the application is complete and the proposed use is allowed. If the application is incomplete it will be returned to the property owner or contractor for the required information and a new review period will begin with the re-submittal of the application. The Zoning Administrator will not make changes or additions to the application. **The LUP application must have an original signature of the property owner for the permit to be issued. Photocopies or faxed signatures will not be accepted.**

The Zoning Administrator may require an onsite visit to the property prior to approving the application to verify or obtain information. The area of the project must be staked-out prior to an onsite visit. Information obtained from an onsite visit may result in additional conditions placed on the LUP by the Zoning Administrator and/or the approval of the Board of Appeals.

# City of Cumberland LAND USE PERMIT APPLICATION-Fence

**This is a two page document. Be sure to complete both pages.**

City of Cumberland Zoning Administrator      Submit completed application to the City of Cumberland Zoning Administrator to obtain permit. Please Print—Use Black Ink  
 950 1<sup>st</sup> Ave. Cumberland, Wi 54829      **Please allow 2-5 business days for review. You will be notified if additional information is required.**  
 715-822-2752, Mon. – Fri. 8:00 am – 4:30 pm      **If approved, permit will be mailed to property owner.**

Property Owner \_\_\_\_\_ Contractor \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Phone \_\_\_\_\_  
 Home: \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

## SITE INFORMATION

Property Address \_\_\_\_\_ Lot Size \_\_\_\_\_ Sq. Ft. / Acres      SHORELAND  YES  NO  
 Parcel ID # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## PERMIT REQUESTED FOR

<input type="checkbox"/> <b>New Fence</b>	<b>Type of Fence</b> <input type="checkbox"/> Decorative <input type="checkbox"/> Privacy <input type="checkbox"/> Security <input type="checkbox"/> Garden <input type="checkbox"/> Other _____	<b>Size of Fenced Area</b> _____ X _____ = _____ SF
<input type="checkbox"/> <b>Addition to Existing Fence</b>	<b>Size of Existing Fence</b> _____ X _____ = _____	<b>Size of Proposed Addition</b> _____ X _____ = _____

## ADDITIONAL INFORMATION

# of Structures Currently on Property _____	Height of Fence _____	Distance from property line _____ feet	<b>Type of Construction</b> <input type="checkbox"/> Wood <input type="checkbox"/> Metal <input type="checkbox"/> Log <input type="checkbox"/> Plastic <input type="checkbox"/> Other _____	<b>Estimated Value Of Construction</b> \$ _____
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## ACCESSORY STRUCTURE REQUIREMENTS / RESTRICTIONS:

- 1.) Residential fences shall not exceed 6 feet in height or 3 feet in height in front yard
- 2.) Fences shall be constructed with the “good” or “decorative” side facing outward
- 3.) Barbwire or other sharp pointed fences, electric fences and snow fences are not permitted in residential districts
- 4.) Security fences are permitted on the property line in all districts except residential districts, but shall not exceed 10 feet in height  
And shall be of an open type similar to woven or wrought iron fence
- 5.) Property owner shall advise their neighbors that they intend to fence a common property boundary
- 6.) A PLOT PLAN MUST BE PROVIDED (SEE BACK SIDE)

I understand that I am responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands 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 and/or other penalties or costs. For more information, either contact the Department of Natural Resources Center or visit the Department of Natural Resources Wetlands Identification web page at [www.dnr.wi.gov/wetlands/locating.html](http://www.dnr.wi.gov/wetlands/locating.html).

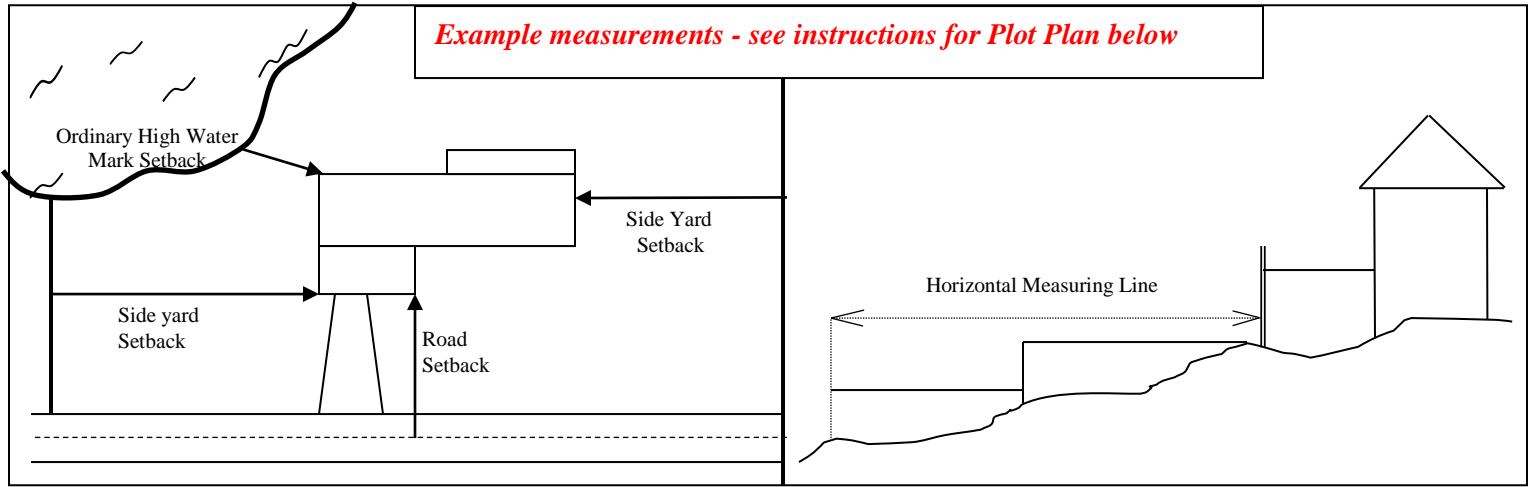
In the event this application is approved by the Zoning Administrator, I agree:

- That my signature is required on the City of Cumberland Land Use Permit,
- That no work shall commence until I have received the issued Land Use Permit,
- That all work shall be done in accordance with the requirements of the City of Cumberland Land Use Permit, the City of Cumberland Zoning Code all other applicable city codes and the laws and regulations of the State of Wisconsin,
- That City officials charged with administering city ordinances or other authorized person shall be permitted access to the above described property at any reasonable time for the purpose of inspection,
- That it is my responsibility to contact the Uniform Dwelling Code (UDC) Inspector regarding the issuance of a **Building Permit**.

I the undersigned do hereby apply for a **Land Use Permit** and acknowledge that this application and all accompanying documents are correct and complete to the best of my knowledge and that I understand the above conditions.

Signature of property owner \_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Dated Approved: \_\_\_\_\_ Zoning Administrator Signature: \_\_\_\_\_



**Plot Plan Instructions:** Use the area provided below, or a separate piece of paper, to show ALL of the following items:

1. The location and size of the *proposed fence and existing* buildings
2. The location of any lake, flowage, stream or river that either abuts or is near your property
3. The location and name of all roads
4. The location of any Easements (road, utility or other)
5. The location of any proposed or existing well(s)
6. Location of Privately Owned Wastewater Treatment System (POWTS). A POWTS includes a septic tank, holding tank, mound system or drainfield.
7. Show distances in feet from:
  - a) Buildings to lot lines
  - b) Buildings to center of roads and/or edge of easements
  - c) Buildings to ordinary high water mark of any lake, river, stream or wetland if applicable.
8. Show vegetation protection area and proposed viewing corridor on lake lots. *The vegetation protection area is the first 50-100 feet from the OHWM of the lake based on the lake classification and there are limits to the cutting of trees and shrubs in this area. A viewing corridor is allowed within the vegetation protection area, however, it can not be more than 30% of the width of the lot, not to exceed 30 feet in width, set back 20 feet from the lot line and is more or less perpendicular to the shore. No more than 50% of the trees can be removed within the viewing corridor. See Section 17.36 (8) of the City of Cumberland Zoning Code for more information. Contact the Zoning Administrator prior to landscaping, tree or shrub cutting in the vegetation protection area.*

All measurements are from the furthest extension of the structure (eaves, overhangs, porches, etc.) to the nearest point of a setback.

When measuring setback distance on a sloping building site, the measurement must be done on a HORIZONTAL (flat) MEASURING LINE. The horizontal measuring line is created by holding the measuring tape level AND NOT MEASURING ALONG THE SLOPE. Depending on the amount of slope, several short measurements may have to be made.

**Plot Plan** (attached additional page if needed, not to exceed 8 1/2" x 14")

