

ZONING PERMIT

Zoning Permits are required for most building projects in the Town of Genesee. To discuss the application process with the Town Planner contact –

Town Administrator/Planner - Jeff Herrmann

Office Hours Monday and Wednesdays 8 a.m. to 11:30 a.m. or by appointment

Phone – 262-968-3656

THE FOLLOWING TO BE SUBMITTED WITH THE ZONING APPLICATION

- Zoning Code Permit application ([click here for form](#))
- Three (3) copies of an accurate site plan or plat of survey (preferred), drawn to scale showing the following
 1. Location and dimensions of lot
 2. Location and dimensions of all existing/proposed buildings on lot and those within 50 feet of lot
 3. Location and centerline of all abutting streets
 4. High water line of any water body which lot abuts
 5. Location of existing/proposed wells and septic systems on lot and within 50' of lot
 6. Floor elevation of proposed new buildings
 7. Location of percolation tests and soil borings for new buildings
- Soil Tests, New house only
- Three (3) sets of building plans
- A grading plan, for all new homes & maybe required for additions
- Approval of the septic system by the Environmental Health Division is required prior to issuance of the Zoning Permit. Preliminary Site Evaluation forms are available at the Town Hall or go to the [Waukesha County Environmental Health Division link](#) (Check payable to WAUKESHA COUNTY)
- Applicable fee per schedule ([click for link](#))

Construction must **start within 6 months and be complete within 18 months** of the date of issuance of the Zoning Permit.