

Follow these 7 steps...

1 Find out if your proposed addition meets the size and placement requirements.

VILLAGE OF FOX CROSSING ZONING:

Size – Garage Additions

The Village Zoning Ordinance sets the maximum square footage of accessory structures you may have. It is based on the zoning of your property and the size of your lot.

For R-1 zoning, lots 43,000 sq. ft. or less may have up to 1500 sq. ft. of total accessory structure floor area. Lots greater than 43,000 sq. ft. are allowed 1500 sq. ft. plus 1% of the lot area in excess of 43,000 sq. ft.

For R-2 zoning, lots 9,000 sq. ft. or less may have up to 1200 sq. ft. of total accessory structure floor area. Lots greater than 9,000 sq. ft. are allowed 1200 sq. ft. plus 1% of the lot area in excess of 9,000 sq. ft.

For example, if you own a property in R-2 zoning, and your lot is 14,000 sq. ft., you are allowed a total accessory structure floor area of 1250 sq. ft. If you have an existing garage of 576 sq. ft., the maximum garage space you would be allowed to add would be 674 sq. ft. (1250 – 576 = 674)

Maximum height your garage can be is 18 feet, measured from the ground to a point midway between the eave and the top of the roof.

Size – Living Space Additions

There is no size restriction for living space additions. However, all construction must conform to all setback requirements as detailed below.

Placement

Additions must conform to all setback requirements. For living space and attached garage additions, the front (street) yard setback is 30 feet, rear yard setback

is 25 feet, side setbacks are one side must be at least 7 feet, the other side must be at least 10 feet. For detached garage additions, side and rear setbacks are 3 feet. Any detached structures must be at least 10 feet from any other structure on the property.

Shoreland Zoning

Properties that fall within this category are located within 1000' of a lake and or a 300' of a navigable stream. The setback requirements are slightly different from those properties that are not within this zoning district and are as follows.

-Principal Building (House/House with attached garage)

Front setback: 30' from front property line

Side yard setback: 7' and 10' (one side 7' and the other 10')

Rear yard setback: 50' from the OHWM (delineated by staff)

*Attached decks included

-Accessory Building (Sheds & Det. Garage)

Front setback: 30' from front property line

Side yard setback: 3'

Rear yard setback: 35' from the OHWM (delineated by staff)

Also keep in mind that there may be easements on your property, and no structure may encroach upon an easement.

Show your site plan to Village staff to find out if your proposed addition will meet requirements.

2 Obtain a permit application. You need a permit to build any addition. Pick up your application form at the Building office, or download a blank form from our website. (www.foxcrossingwi.gov)

3 Turn in your completed application and required drawings at the Building office. You will need to draw an 8-1/2" x 11" site plan showing the entire lot, the existing home and its dimensions, the proposed addition and its dimensions, and the distances from all property lines and the distances from any other structures. For living space additions, you will also need to turn in a floor plan of the home,

showing existing rooms and their uses, and proposed new rooms and their uses.

4 Wait for staff to review your plans. For simple projects your plans can be reviewed and a permit issued upon receipt. More complex projects may take longer.

5 Pay the fee and receive your permit.

The Village charges for building permits to cover the cost of plan review and inspections. Staff will calculate your project's exact fee once they have approved the plans. A fee schedule is available either at the Building Office or on our website.

If the proposed addition has any new electrical work, HVAC work, or plumbing work, each would require separate permits. We recommend that if you are having a contractor perform the work that they take out the permit themselves. However, homeowners who occupy their home may take out their own electrical, HVAC or plumbing permits.

6 Start the work that the permit was issued for. Be sure to display the permit where it can be seen from the street for the duration of construction.

7 Call for inspections. Once your permit is issued, you will need to contact the Building office at 720-7104 to request the required inspections. Typical required inspections for additions include:

- Footings (before pouring)
- Foundations (before backfill)
- Rough-Ins
 - (building, electrical, HVAC, plumbing)
- Insulation
- Final Inspection for Occupancy

It is your responsibility to schedule all required inspections during and after construction. If any work does not pass inspection, it must be corrected and re-inspected.

Still have questions?

Call the Building office at (920) 720-7104 for help.

Additions

For more information:

Community Development Department
Building Inspections 920-720-7104
Community Development 920-720-7105
Department Fax 920-720-7116

Website:

<http://www.foxcrossingwi.gov/CDWeb/Building/Bldg.htm>

Email: inspections@foxcrossingwi.gov

Mailing address:

Village of Fox Crossing
Building Inspections
2000 Municipal Dr.
Neenah, WI 54956

Building Inspectors Hours
8:00A.M.-10:00A.M.
1:00P.M.-2:00P.M.
Or by appointment

