



**CITY OF WAUSAU**  
**DEPARTMENT OF INSPECTION AND ZONING**  
City Hall, 407 Grant Street, Wausau, WI 54403-4783  
(715) 261-6780 / fax (715) 261-4102

**Oversized/Additional Garage or Accessory Building**

Oversized garages may be approved by the Building Advisory Board in accordance with WMC 15.08.320  
Garage sizes are permitted per the following:

- (a) Total of all garage areas attached and/or detached for dwellings containing less than three thousand two hundred square feet of total floor area shall not exceed nine hundred square feet.
- (b) Total of all garage areas attached and/or detached for dwellings containing three thousand two hundred square feet or more of total floor area shall not exceed one thousand two hundred square feet.
- (c) Total area of detached garages shall not exceed nine hundred square feet. The construction of said garages must be architecturally compatible with that of the principal building. Private garages in excess of the above-mentioned square footage may be constructed with prior approval of the building advisory board.

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**To obtain a special exception, you must complete the application and submit it to the Inspections Department with the following:**

1. A present and proposed site plan drawn to scale, showing
  - a.) The lot size of the subject property.
  - b.) The locations of all present and proposed buildings, additions, decks, etc., located on the property; and
  - c.) The dimensions / distances to all property lines, from all buildings / structures.
2. The present and the proposed building elevations / floor plans.
3. The required, non-refundable application fee of \$200.

Note: garage should be architecturally comparable to home; finish materials, roof pitch, etc. Variations should be explained in the application narrative.

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A class one public hearing will then be scheduled before the Building Advisory Board, which meets the second Wednesday of the month, at 4:00 p.m. in the Board Room at City Hall. To meet the deadline for a specific month, completed applications must be submitted no later than the last Wednesday of the prior month. Notice of the hearing is sent to the applicant and owners of property within 200 feet of the proposed special exception. The hearing notice is also published once in the Wausau Daily Herald newspaper.

***The applicant must attend the hearing to present their case and give testimony.*** In addition, other individuals in support of the applicant's request, as well as those persons in opposition to the request, or persons seeking additional information, are allowed to testify.

If the Building Advisory Board approves your special exception, you can then apply for your building permit and any other required permits. If the special exception is approved, it would be valid for twelve months. Therefore, the necessary permits must be obtained, and the project started within such period, or the project must go through the process again.

Final decision by the Building Advisory Board may be appealed, aggrieved, or restrained by any interested party to the Marathon County Circuit Court. A denied special exception may not be re-applied for within twelve months of the denial.

If you have any questions regarding the special exception process, contact the Building & Zoning Administrator at 715.261.6780 or [inspections@ci.wausau.wi.us](mailto:inspections@ci.wausau.wi.us)



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**BUILDING ADVISORY BOARD APPLICATION**

KEY/PARCEL #: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

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OWNER/AGENT: \_\_\_\_\_ PHONE #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

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**SPECIFICATIONS**

Home Square Footage (including basement): \_\_\_\_\_

Existing Garage square footage: \_\_\_\_\_

Other storage buildings: \_\_\_\_\_

Proposed garage size and height (including site plan elevation) \_\_\_\_\_

Note: garage should be architecturally comparable to home; finish materials, roof pitch, etc.

Narrative describing need for garage and proposed uses:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

