

How to view the status of my pending Land Use or Sanitary Permit

(Including the review date and Notes entered by Staff)

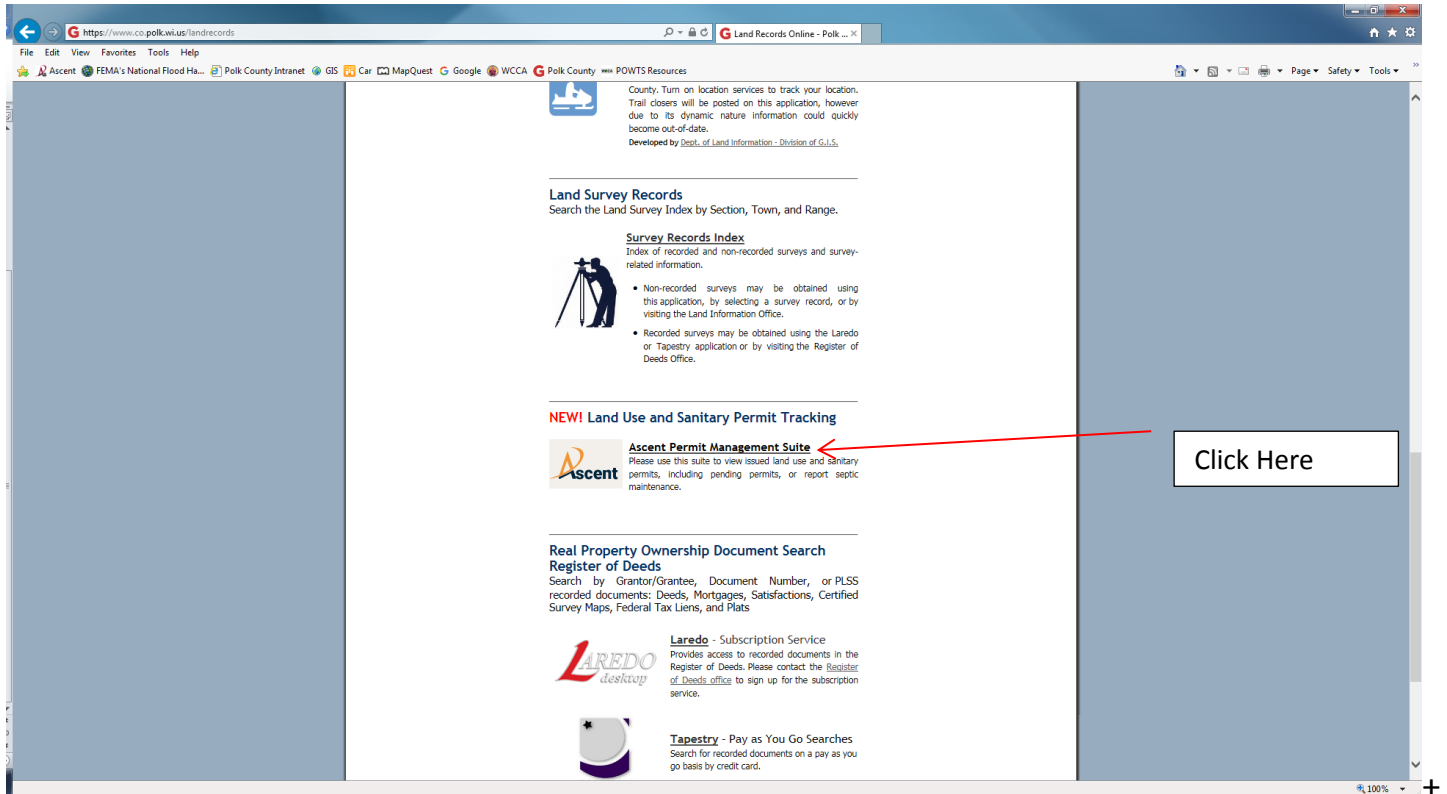
1. Login to Polk County Website: <https://www.co.polk.wi.us/>



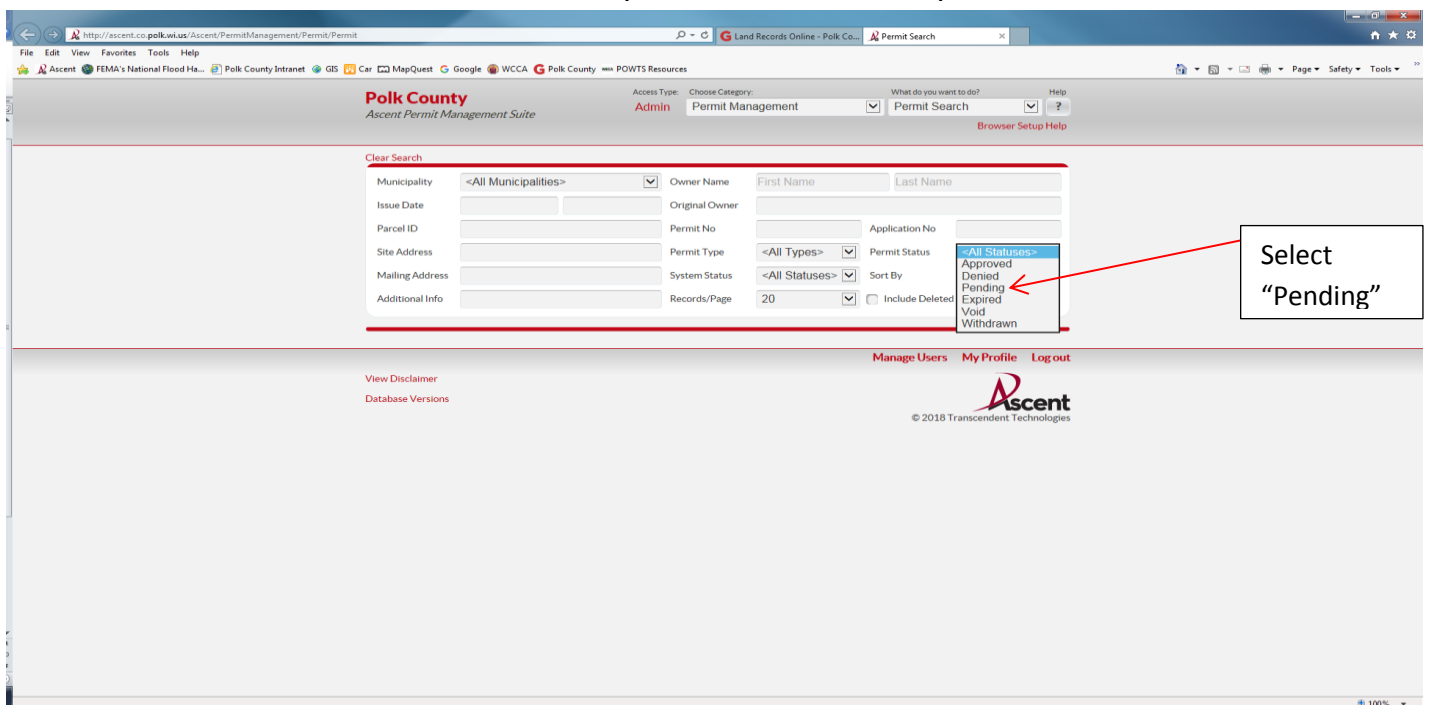
2. Click on Land Records Online under Quick Links



3. Under Polk County Land Records Online, scroll down to find “Land Use and Sanitary Permit Tracking.” (Click on link or Icon)



4. The Ascent permitting program general search screen should now be open. This screen can be used to look up any Polk County land use or sanitary permits. Try searching by address, parcel number, and permit number or even property owner. For looking up pending applications, drop the “Permit Status” down to “pending.” Then click the red “Find Now” button behind the drop down menu in the picture below.



5. All the pending permits should now be listed on your screen. Scroll down through the pending permits and find the owners/applicants name. Click on the permit number in order to see permit details.

The screenshot shows the 'Polk County Ascent Permit Management Suite' interface. At the top, there's a navigation bar with 'Admin' and 'Permit Management' tabs. Below this is a table of permits. A red arrow points to the permit number 'LU-2020-0052' in the 'Permit' column. A callout box with the text 'Click on Permit Number' is positioned to the right of the table.

Permit	Parcel	Issued	Owner(s)	Site Address
LU - LUP50296	022008140000 - T. FARMINGTON		JEFFERY FOX	No Address Available
SAN - 2020-48-0010	040002480000 - T. MILLT.		JACK WILSON/MICHELLE FONTANILLE	2258 150TH ST
LU - 2020-0048	024002460000 - T. GARFIELD	02/25/2020	KENNETH ERWIN	1013 SUBURST BEACH DR
LU - 2020-0046	026009180000 - T. GEORGET.		ANNE WELKE	2013 A RICHARDSON CT
LU - 2020-0052	044002500000 - T. WEST SWEDEN		DUANE MARTIN/JEROME MARTIN (LE)	No Address Available
LU - 2020-0061	004011460000 - T. BALSAM LAKE		JOSHUA JEATRAN	1727 E FOREST CIR
LU - 2020-0060	044002210000 - T. ST CROIX FALLS		BIG ROCK CREEK PRESERVE LLC	No Address Available
LU - 2020-0059	040010780000 - T. MILLT.		CHRISTOPHER NELSON	No Address Available
LU - 2020-0057	040009150000 - T. MILLT.		LITTLE BALSAM LAKE RESORT LLC	1927 140TH ST
LU - 2020-0052	044005790100 - T. ST CROIX FALLS		STORAGE SOLUTIONS LLC	1494 STATE HWY 35
LU - 2020-0042	022007820000 - T. FARMINGTON		RYAN PETERSON	14 STATE HWY 35
LU - 2020-0041	004010730000 - T. APPLE RIVER		JAMES W BEARD AND ROCHELLE M BEARD REVOCABLE TRUST	No Address Available
LU - 2020-0037	040002480000 - T. MILLT.		JACK WILSON/MICHELLE FONTANILLE	2258 150TH ST
LU - 2020-0034	002001050000 - T. ALDEN		ANN JOHNSON	596 STATE HWY 65
LU - 2020-0029	016003050000 - T. CLAYTON		WILLIAM W & CYNTHIA A VANDA	972 15TH ST
LU - 2020-0025	026013020000 - T. GEORGET.		BRADLEY WESTER/HEATHER WESTER	No Address Available
LU - 2020-0018	028006560100 - T. JOHNST.		KEVIN W JANSEN AND WENDY M JANSEN MARITAL PROPERTY TRUST	1952 LONG LAKE LN

6. Once you click on the permit number, you will be able to see the permit details. If you are wondering when your permit is scheduled for review, click the “Activities” menu.

The screenshot shows the 'View/Edit Permit' page for permit LU-2020-0052. The page has a left sidebar with a menu of options: Properties, Setback, Projects, Conditions, Fees, Activities, Hearings, Violations, Notes, and Forms. A red arrow points to the 'Activities' menu item. A callout box with the text 'Click "Activities" drop down menu. "Application Review" will be listed' is positioned to the right of the sidebar.

Permit Subtype: Land Use
Original Applicant: James & Rochelle Beard
Additional Info:
Flood Plain: <None> Shore Land: <None> Estimated Cost: \$0.00
Application Date: 2/3/2020 Issued On: Expires On:
Permit Status: Pending Permit Issuer: None Wetland:
Contact Phone: Contact Email:
Edit

- Properties
- Setback
- Projects
- Conditions
- Fees
- Activities**
- Hearings
- Violations
- Notes
- Forms

7. Is there something holding up my application? You might want to check the “Notes” drop down menu for any comments entered by staff. Zoning Staff will also contact you via phone or email if your application is missing something.

Polk County
Ascent Permit Management Suite

Access Type: Admin Choose Category: Permit Management What do you want to do? View/Edit Permit Help

Browser Setup Help

Permit Subtype: Land Use

Original Applicant: James & Rochelle Beard

Additional Info:

Flood Plain: <None> Shore Land: <None> Estimated Cost: \$0.00

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Permit Status: Pending Permit Issuer: None Wetland:

Contact Phone: Contact Email:

Edit

Properties

Setback

Projects

Conditions

Fees

Activities

Hearings

Violations

Notes

Forms

Notes entered by staff on pending applications.

View Disclaimer Database Versions

Manage Users My Profile Log out

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