

TOWN OF NAMAKAGON

SHORT-TERM RENTAL PERMIT PROCEDURE

To obtain a Short-Term Rental Permit from Bayfield County, the following must be obtained:

1. A Short-Term Rental Permit Application must be obtained from Bayfield County Zoning and filled out completely. Cost \$250. Call 715-373-6138
2. A license from the Bayfield County Health Department is required by law to rent out your home to the public. In order to obtain the license you must contact the Health Department for a pre-inspection. The cost of the inspection is \$300. Once the inspection is completed and approval for rental is received, a license (cost \$275) will be issued by the Health Department. An annual license renewal and inspection by the Health Department must be made at a cost of \$275.
Call 715-373-6109
3. Items 1 and 2 are presented to the Town of Namakagon Planning Commission for their recommendation to the Town Board.
4. Items 1 and 2 are presented to the Town of Namakagon Board of Supervisors for approval and recommendation to Bayfield County Zoning.
5. Items 1 and 2 are presented to the Bayfield County Planning and Zoning Department/ Committee for final approval.
6. A Short Term Rental Permit application (cost \$100) must be obtained and signed off by the Town of Namakagon with proof of insurance and a current Fire Inspection. An annual renewal permit due the last day in February of every year must be made at a cost of \$100. Call 715-794-2651.
7. Town of Namakagon issues the town permit
8. Quarterly Room Tax forms need to be submitted to the treasurer of the Town of Namakagon.

Updated August 2023

TOWN OF NAMAKAGON

SHORT TERM RENTAL PERMIT CHECKLIST

To obtain a Short-Term Rental Permit from the Town of Namakagon, the following must be approved:

1. A Short-Term Rental Permit Application must be obtained from Bayfield County Zoning and filled out completely. _____ Date _____
2. An inspection and license from the Bayfield County Health Department _____ Date _____
3. Planning Commission recommendation and approved. _____ Date _____
4. Town of Namakagon Board of Supervisors approval and recommendations to Bayfield County Zoning. _____ Date _____
5. A Short Term Rental Permit Application approved by Bayfield County Zoning _____ Date _____
6. Namakagon Volunteer Fire Department Inspection _____ Date _____
Contact Sy Wera 715-794-2365
7. Town of Namakagon Short-Term Rental Permit application With necessary attachments _____ Date _____