

Rezoning

The Process

1. Obtain an application from the clerk or other board member.
2. Fill out application (See chapter 4 of our Town ordinances)
 - a. List names and addresses of property owners within 1000 feet of your property line.
 - i. This is not the Town's task.
 - ii. You do not need to contact owners just list them.
 - iii. Long lists may be on a separate sheet of paper.
 - iv. Scale drawing of property in question is required.
 - b. Property OWNER must sign not tenant or potential owner.
3. Return application to Town Clerk.
4. At the next Town Board meeting the Town Board will schedule the Planning and Zoning Committee to hold a recommendation session.
5. Planning and Zoning holds the recommendation session and decides what to recommend to the Town Board.
6. At the next Town Board meeting the Town Board hears the recommendation of the Planning and Zoning Committee and schedules a public hearing. (Due to publishing requirements this may be 1 to 2 months in the future.)
 - a. \$250 Fee is due before publishing notices.
 - b. Certified Survey Map is due before hearing.
7. The Clerk will publish the hearing in the local newspaper and mail notices to the list of property owners on the list provided.
8. The Town Board will hold the hearing to gather public input.
9. Town Board will make a decision on the application.
 - a. Usually (90%) the decision is made that night, but may be made at a later date.
10. If the property is A1 before rezone the Town collects a fee of approx. \$927/acre to be surrendered to the State of WI. (Check made payable to the Town of Clinton).
11. Town Chair signs application.
12. Rock County Planning Department is notified for mapping purposes. This will not happen if any fees are unpaid.