



Manitowoc County Planning and Park Commission **ZONING MAP AMENDMENT**

ZONING MAP AMENDMENT

A zoning map amendment (rezone) involves changing a parcel or parcels of land from one zoning classification to another which allows a desired land use. It is not granted unless the use meets criteria detailed under State Law and the Manitowoc County General Zoning Ordinance

ZONING MAP AMENDMENT PROCESS

The following items are required:

- 1) Contact the Town Board where the property is located, for their approval (A list of Town Clerks is included with this application). You will be asked to attend a Town Board meeting to discuss the application. In addition, the town may refer your request to their Town Land Use Committee for review.
- 2) Submit a completed application form with a \$531 non-refundable fee **after** you have received written Town approval of your rezone.
- 3) Provide a detailed description of your project and a site plan with the exact dimensions of the property affected.
- 4) Attend a public hearing on your application. Contact the Planning Director if you cannot attend.

HEARING PROCESS

After receiving your application materials the Planning Department will notify you in writing of the meeting date and time. In addition, the Planning Department will publish notice of your request for a zoning map amendment in the Herald-Times-Reporter noting the time and location of the public hearing. Notification of the public hearing will be sent to neighboring property owners.

At the hearing, any party may appear in person or be represented by agent or attorney to speak on your zoning map amendment request. It will be up to you as property owner to provide verifiable facts upon which the Commission may base its decision.

After the Commission's recommendation, your request is forwarded to the Manitowoc County Board of Supervisors for action.



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ZONING MAP AMENDMENT CRITERIA

In review of an application, the Commission will consider the following factors in deciding whether to grant a zoning map amendment.

- 1) Adequate public facilities are present or will be provided to accommodate the use.
- 2) Unreasonable burden will not be placed upon the local unit of government providing public facilities.
- 3) Undue water or air pollution will not result from the zoning map amendment .
- 4) Unreasonable soil erosion or an adverse effect on rare or irreplaceable natural areas will not result from the zoning map amendment.

Other relevant factors under State Law and the Manitowoc County General Zoning Ordinance.

PLANNING AND PARK COMMISSION DECISIONS

- The Planning and Park Commission recommendation will be one of three: approval, approval with modification, or denial.
- The Planning and Park Commission, submits the request (ordinance) to the County Board with it's recommendations.
- The County Board decision will be one of three, approval, denial, or request modification from the Planning and Park Commission.
- The County Clerk, upon County Board approval, records the official date which the map amendment becomes effective and notifies the town.



Manitowoc County Planning and Park Commission

Fee (\$531) Received
Receipt #

ZONING MAP AMENDMENT APPLICATION

Date of Application:	OWNER / APPLICANT/ AGENT	
Owner _____	Applicant/Agent _____	
Address (1) _____	Address (1) _____	
Address (2) _____	Address (2) _____	
City/State/Zip _____	City/State/Zip _____	
Phone _____	Phone _____	

PROPERTY LEGAL DESCRIPTION

_____ 1/4, _____ 1/4, S _____ T _____ N _____ R _____ E Town of _____

House /Fire # _____ Tax Number _____

PROPERTY INFORMATION

Existing Zoning District _____ **Proposed Zoning district** _____

Please include an air photo identifying the proposed area with dimensions or a description of the area proposed for rezoning including acreage:

Proposed use: (Reason for change)

Return to: Manitowoc County Planning and Park Commission 4319 Expo Drive, PO Box 935 Manitowoc, WI 54220-0935 (920) 683-4185	_____
	Signature (applicant, owner, agent) Date

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