



## **Amendment of Official Zoning Map Procedure**

1. The deadline for submitting a complete application for a zoning map amendment is four weeks before the hearing date. Prior to submitting the final application, it is recommended that the applicant submit 2 draft copies of the application and map for review by the Zoning Administrator 10 days before the application deadline.

An application must be accompanied by the following:

- \$160 application fee
  - a map of the property indicating the limits of proposed rezone
  - written justification (optional)
  - complete application form
2. Upon receiving a complete application, the City Clerk will notify the neighbors within 250 feet of the proposed rezone. The Clerk will also publish a notice in the paper describing the rezoning request.
  3. It is strongly suggested that the applicant attend the meeting. An attorney or agent may appear on your behalf. If the applicant cannot attend the meeting, the representative must be fully informed and able to answer questions pertaining to the proposal.
  4. The Plan Commission shall make its recommendation to the City Council on the application within 60 days of the public hearing.
  5. The City Council will have two readings of the rezoning ordinance.

If you have any questions, feel free to contact City Hall at 884-3341.

Date Draft Submitted _____
Date Application Submitted _____
Fee Paid _____
Date Recorded _____

## **Application for Amendment of Official Zoning Map**

Owner (must be the applicant) \_\_\_\_\_

Parcel Address \_\_\_\_\_ Parcel Number \_\_\_\_\_

Owner Address \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Zoning Classification of Parcel \_\_\_\_\_

The following items must be submitted with each application. Prior to submitting the final application, it is recommended that the applicant submit 2 draft copies of the application and map(s) for review by the Zoning Administrator 10 days before the application deadline.

**(1) Map of the property showing the following:**

- Entire property
- All lot dimensions
- Which land is proposed to be rezoned
- Zoning of adjacent parcels
- Street(s) which are adjacent to the parcel
- Graphic scale and north arrow

**(2) (OPTIONAL) Written justification of the requested zoning map amendment** with reasons why the Applicant believes the proposed rezoning is appropriate.

1. How does the Official zoning map amendment further the purposes of the Chapter as outlined in section 22.002 and the applicable rules and regulation of the Wisconsin DNR and FEMA?
2. Which of the following factors has arisen that are not properly addressed on the current Official Zoning Map?
  - a. The designations of the Official Zoning Map should be brought into conformity with the Master Plan;
  - b. A mistake was made in mapping on the Official Zoning Map. (That is, an area is developing in a manner and purpose different from that for which it is mapped.)
  - c. Factors have changed, (such as the availability if new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district;
  - d. Growth patterns have changed, thereby creating the need for an amendment of the Official Zoning Map.

Verification by applicant: I, \_\_\_\_\_, owner for which the Amendment of Official Zoning Map is sought, certify that the application and the above information is truthful and accurate to the best of my ability.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Approval:	Granted _____
	Granted with Conditions _____
	Denied _____
	_____ Date _____
Chairman, City of Edgerton Planning Commission	