

# City of Lodi Rezoning Application

◆ 130 South Main Street, Lodi, WI 53555 ◆ Phone (608) 592-3247 ◆ Fax (608) 592-3271 ◆ [www.cityoflodi.us](http://www.cityoflodi.us) ◆

The City of Lodi Plan Commission meets on the second Tuesday of the month at 6:30 p.m. in the Council Chambers of Lodi City Hall. This form must be submitted with one hard copy and one digital version of the items listed in the bulleted list below at least 28 days prior to the Plan Commission meeting to accommodate public hearing notification, staff review and agenda placement. The review process will not begin until an application is determined to be complete and the appropriate fee is paid to the City Clerk. In addition to the requirements of this application, the applicant or their agent should attend the Plan Commission meeting to explain the need for the rezone and answer questions. If you have any questions about the requirements, please contact Steve Tremlett, Zoning Administrator, at (608) 242-6621 or [stremlett@msa-ps.com](mailto:stremlett@msa-ps.com).

|   |                               |
|---|-------------------------------|
| <b>Owner Name(s):</b>                               |                               |
| <b>Applicant Name (if different than above):</b>    |                               |
| <b>Property Address:</b>                            | <b>Parcel #:</b>              |
| <b>Applicant Address (if different than above):</b> |                               |
| <b>Applicant Phone:</b>                             | <b>Applicant Email:</b>       |
| <b>Current Zoning Designation:</b>                  | <b>Current Property Use:</b>  |
| <b>Request Property be Rezoned to:</b>              | <b>Proposed Property Use:</b> |

The fee for a rezoning request is \$400. In addition to the required fee, one hard copy and one digital version each of the following items must be provided:

- A scale map that shows: the parcel in question, parcel dimensions and square footage, structures on the parcel, dimensions of setbacks from the property line to all structures, locations of buildings on adjoining properties, utility installations and easements, a north arrow, and street names.
- A legal description of the parcel to be rezoned.
- A narrative that discusses:
  1. The purpose of the rezoning request and any characteristics relative to your parcel or location that impact such request.
  2. The existing uses of all adjacent properties.
  3. The compatibility and impact of the rezoning request with existing development and uses within 200 feet of your property.
  4. Any other factors pertinent to the proposed use, site conditions, or surrounding area that may be important for the Plan Commission to consider when reviewing your request.

I (we) certify that all of the above statement and the statements contained in any papers or plans submitted herewith are true to the best of my (our) knowledge and belief. I (we) consent to the entry in or upon the premises described in this application by any authorized official of the City of Lodi for the purpose of securing information, and posting, maintaining and removing such notices as may be required by law.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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| <b>For Staff Use Only</b>  |  |
| <b>Date Received:</b>  | <b>Fee Paid?</b>                         |
| <b>Public Hearing Date:</b>  | <b>Public Hearing Publication Dates:</b> |
| <b>Date Public Hearing Notices Mailed to Adjoining Property Owners:</b>  |  |
| <b>Plan Commission Recommendation:</b> <input type="checkbox"/> Denied <input type="checkbox"/> Approved <b>Subject to:</b>      |  |
| <b>City Council Decision:</b> <input type="checkbox"/> Denied <input type="checkbox"/> Approved (Ord # _____) <b>Subject to:</b> |  |

## **ARTICLE XVIII Administration and Enforcement**

### **§ 340-115. District boundary changes and text amendments.**

- A. Common Council authorized to amend text and map. Whenever the public necessity, convenience, general welfare, or good zoning practice require, the Common Council may, by ordinance, after recommendation thereon by the Plan Commission, amend the regulations or change the Zoning Map. The Plan Commission shall submit to the Common Council its recommendations regarding all applications for amendments or changes within 60 days after referral to the Plan Commission.
- B. Initiation of amendment. An amendment or change, including a change of district boundaries, may be initiated by motion of the Common Council, by motion of the Plan Commission, or by filing an application therefor by owners of 50% or more of the area of the properties proposed to be changed.
- C. Application for amendment. Application for any change of district boundaries or uses shall be submitted to the Zoning Administrator, with a copy to the Clerk, upon such forms and accompanied by such data and information as is needed to assure the fullest practicable presentation of facts, as required by the Plan Commission.
- D. Notification of public hearing on amendment.
  - 1. Before submitting its recommendations on any amendment to the regulations or change in the Zoning Map to the Common Council, the Plan Commission shall hold at least one public hearing thereon pursuant to a Class 2 notice.
  - 2. When an amendment involves changes in district boundaries or classification, the Zoning Administrator shall send by regular mail, at least 10 days before the date of such hearing, written notice of such hearing to the owners of record, as listed in the most current real estate tax records, of all lands proposed to be changed and all lands situated wholly or partly within 200 feet of the perimeter of the subject property. Failure of any such owner to receive such notice shall not invalidate the proceedings.
- E. Plan Commission recommendation. The Plan Commission shall review the proposed amendment to the regulations or change in district boundaries or uses and render a decision thereon, analyzing the advantages and disadvantages of the proposal, based on the facts and circumstances, the Comprehensive Plan, and other information. The Plan Commission shall transmit a written recommendation to the Common Council.
- F. Common Council final action. After reviewing the recommendation of the Plan Commission thereon, the Common Council shall consider such recommendations and, if it decides to proceed, shall instruct the City Attorney to prepare an ordinance for subsequent adoption by the Common Council of the proposed amendment. If the Common Council so desires, it may order a second public hearing before the Common Council pursuant to a Class 2 notice.
- G. Waiting period between petitions. A denial of rezoning shall be a final determination for a period of one year that the development will not be permitted, unless the Common Council's order includes leave to amend. After the expiration of the one-year period, a developer may make a new application for the same amendment.