



# COUNTY OF KENOSHA

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## Department of Planning & Development

### KENOSHA COUNTY REZONING PROCEDURES

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1. Contact the Department of Public Works & Development Services and check with staff to determine if your proposed zoning change meets the requirements for the Kenosha County General Zoning and Shoreland/Floodplain Zoning Ordinance and the Kenosha County Subdivision Control Ordinance. Note: If the proposed rezoning is part of a proposed land division see the Certified Survey Map Information and Procedures.

2. Contact the Department of Public Works & Development Services and schedule a pre-conference meeting, which is required for all rezoning requests.

Meeting Date: \_\_\_\_\_

3. Contact your local Town to determine if your rezoning petition requires preliminary approval.
4. Complete and submit the Kenosha County Rezoning Application by the filing deadline (see Planning, Development & Extension Education Committee Schedule handout).
6. Submit a copy of the date-stamped application to your local township for placement on the agenda of the Town Planning Commission and Town Board, which recommends action to the County Planning, Development & Extension Education Committee. Keep a copy for your records.
7. Attend the Town Planning Commission and the Town Board meetings. **NOTE:** You must attend or the Town will not be able to act on your request.

Town Planning Commission meeting date (tentative): \_\_\_\_\_

Town Board meeting date (tentative): \_\_\_\_\_

8. Attend the Planning, Development & Extension Education Committee public hearing. **NOTE:** You must attend or the Planning, Development & Extension Education Committee will not be able to act on your request. At this meeting you will be asked to brief the Committee on your request.

Kenosha County Planning, Development & Extension Education Committee meeting date: \_\_\_\_\_  
(tentative)

9. Planning, Development & Extension Education Committee recommends either approval and adopts a resolution or denial and transmits recommendation to the Kenosha County Board of Supervisors. No action is required from the applicant at this time.

If approved, County Board of Supervisors either approves or denies the amendment.

If denied by the Kenosha County Board of Supervisors you have thirty (30) days to file an appeal with circuit court if you so choose.

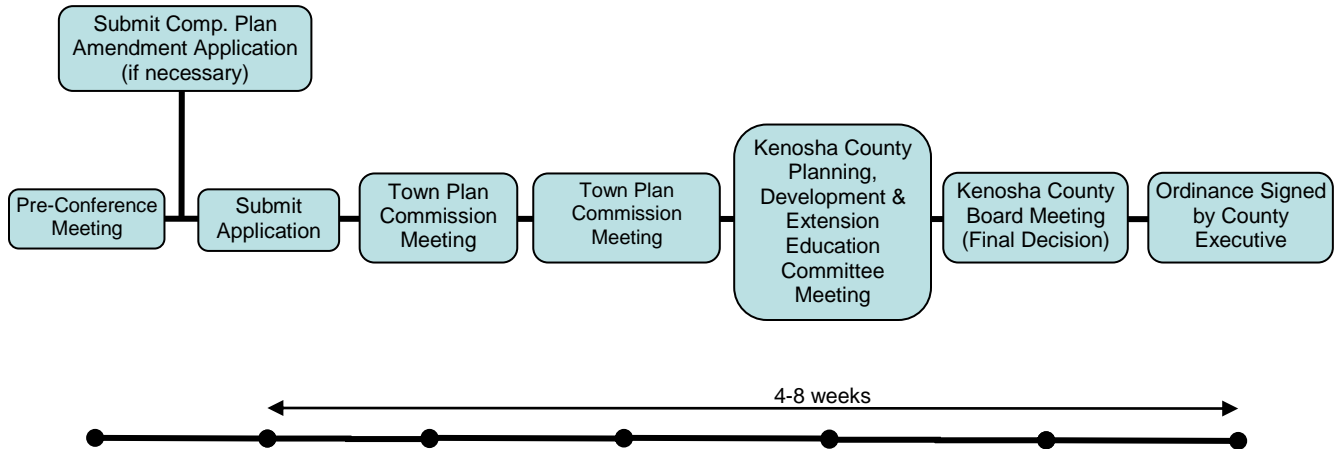
10. After the County Executive has signed the official ordinance document amending the Kenosha County Zoning Map, you will be notified of your approval in writing. Upon notification of approval, you may proceed with recording any necessary deeds.

**IMPORTANT TELEPHONE NUMBERS**

Kenosha County Center  
 Department of Public Works & Development Services  
 19600 - 75<sup>th</sup> Street, Suite 185-3  
 Bristol, Wisconsin 53104-9772

Division of Planning & Development (including Sanitation & Land Conservation).....	<b>857-1895</b>
Facsimile #.....	857-1920
Public Works Division of Highways .....	857-1870
Administration Building	
Division of Land Information.....	653-2622
Brighton, Town of .....	878-2218
Paris, Town of .....	859-3006
Randall, Town of.....	877-2165
Salem, Town of .....	843-2313
Utility District.....	862-2371
Somers Town of .....	859-2822
Wheatland, Town of.....	537-4340
Wisconsin Department of Natural Resources - Sturtevant Office .....	884-2300
Wisconsin Department of Transportation - Waukesha Office .....	548-8722

**Rezoning Procedure Timeline**



For Reference Purposes



# COUNTY OF KENOSHA

## Department of Planning and Development

### REZONING APPLICATION

**(a) Property Owner's Name:**

\_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail (optional): \_\_\_\_\_

Note: Unless the property owner's signature can be obtained in the above space, a letter of agent status **signed** by the legal property owner **must** be submitted if you are a tenant, leaseholder, or authorized agent representing the legal owner, allowing you to act on their behalf.

**(b) Agent's Name (if applicable):**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail (optional): \_\_\_\_\_

**(c) Tax key number(s) of property to be rezoned:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Property Address of property to be rezoned:

\_\_\_\_\_

**(d) Proposed use (a statement of the type, extent, area, etc. of any development project):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REZONING APPLICATION**

**(e)** Check the box next to any and all of the **existing** zoning district classifications present on the subject property:

A-1 Agricultural Preservation District	TCO Town Center Overlay District
A-2 General Agricultural District	B-1 Neighborhood Business District
A-3 Agricultural Related Manufacturing, Warehousing and Marketing District	B-2 Community Business District
A-4 Agricultural Land Holding District	B-3 Highway Business District
AE-1 Agricultural Equestrian Cluster Single-Family District	B-4 Planned Business District
R-1 Rural Residential District	B-5 Wholesale Trade and Warehousing District
R-2 Suburban Single-Family Residential District	BP-1 Business Park District
R-3 Urban Single-Family Residential District	B-94 Interstate Highway 94 Special Use Business District
R-4 Urban Single-Family Residential District	M-1 Limited Manufacturing District
R-5 Urban Single-Family Residential District	M-2 Heavy Manufacturing District
R-6 Urban Single-Family Residential District	M-3 Mineral Extraction District
R-7 Suburban Two-Family and Three-Family Residential District	M-4 Sanitary Landfill and Hazardous Waste Disposal District
R-8 Urban Two-Family Residential District	I-1 Institutional District
R-9 Multiple-Family Residential District	PR-1 Park-Recreational District
R-10 Multiple-Family Residential District	C-1 Lowland Resource Conservancy District
R-11 Multiple-Family Residential District	C-2 Upland Resource Conservancy District
R-12 Mobile Home/Manufactured Home Park-Subdivision District	FPO Floodplain Overlay District
HO Historical Overlay District	FWO Camp Lake/Center Lake Floodway Overlay District
PUD Planned Unit Development Overlay District	FFO Camp Lake/Center Lake Floodplain Fringe Overlay District
AO Airport Overlay District	
RC Rural Cluster Development Overlay District	

**(f)** Check the box next to any and all of the **proposed** zoning district classifications proposed for the subject property:

A-1 Agricultural Preservation District	TCO Town Center Overlay District
A-2 General Agricultural District	B-1 Neighborhood Business District
A-3 Agricultural Related Manufacturing, Warehousing and Marketing District	B-2 Community Business District
A-4 Agricultural Land Holding District	B-3 Highway Business District
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RC Rural Cluster Development Overlay District	

**REZONING APPLICATION**

**(g)** Your request must be consistent with the existing planned land use category as shown on Map 65 of the adopted "[Multi-Jurisdictional Comprehensive Plan for Kenosha County: 2035](#)".

The existing planned land use category for the subject property is:

Farmland Protection	Governmental and Institutional
General Agricultural and Open Land	Park and Recreational
Rural-Density Residential	Street and Highway Right-of-Way
Agricultural and Rural Density Residential	Other Transportation, Communication, and Utility
Suburban-Density Residential	Extractive
Medium-Density Residential	Landfill
High-Density Residential	Primary Environmental Corridor
Mixed Use	Secondary Environmental Corridor
Commercial	Isolated Natural Resource Area
Office/Professional Services	Other Conservancy Land to be Preserved
Industrial	Nonfarmed Wetland
Business/Industrial Park	Surface Water

**(h)** Attach a plot plan or survey plat of property to be rezoned (showing location, dimensions, zoning of adjacent properties, existing uses and buildings of adjacent properties, floodways and floodplains)—drawn to scale.

**(i)** The Kenosha County Department of Planning and Development may ask for additional information.

(1) Is this property located within the shoreland area?

Shoreland area is defined as the following: All land, water and air located within the following distances from the ordinary high water mark of navigable waters as defined in section 144.26(2)(d) of the Wisconsin Statutes: 1,000 feet from a lake, pond or flowage; 300 feet from a river or stream or to the landward side of the floodplain, whichever distance is greater. If the navigable water is a glacial pothole lake, the distance shall be measured from the high water mark thereof.

Yes No

(2) Is this property located within the City of Kenosha Airport affected area as defined in s. 62.23 (6) (am) 1. b.?

Yes No

**(j)** The name of the County Supervisor of the district wherein the property is located ([District Map](#)):

Supervisory District Number: \_\_\_\_\_ County Board Supervisor: \_\_\_\_\_

**(k)** The fee specified in Section 12.05-8 of this ordinance.

Request for Rezoning Petition .....\$750.00

(For other fees see the [Fee Schedule](#))

**Note: Agricultural Use Conversion Charge**

The use value assessment system values agricultural land based on the income that would be generated from its rental for agricultural use rather than its fair market value. When a person converts agricultural land to a non-agricultural use (e.g. residential or commercial development), that person may owe a conversion charge. To obtain more information about the use value law or conversion charge, contact the Wisconsin Department of Revenue's Equalization Section at 608-266-2149 or visit <http://www.revenue.wi.gov/faqs/slf/useassmt.html>.

Note that the act of rezoning property from an agricultural zoning district to a non-agricultural zoning district does not necessarily trigger the agricultural use conversion charge. It is when the use of the property changes from agricultural that the conversion charge is assessed.

ATTACH TO-SCALE MAP OF  
PROPERTY SHOWING  
EXISTING ZONING  
CLASSIFICATIONS HERE

ATTACH TO-SCALE MAP OF  
PROPERTY SHOWING  
PROPOSED ZONING  
CLASSIFICATIONS HERE