



# Rezone Application

Village of Wrightstown  
352 High Street  
Wrightstown, WI 54180

File Date \_\_\_\_\_

Site Address \_\_\_\_\_

Tax Key #(s) \_\_\_\_\_

Legal Description (including to the centerline(s) of the Right of Way \_\_\_\_\_

Property Owner(s) \_\_\_\_\_

Telephone \_\_\_\_\_

Address/Zip \_\_\_\_\_

Email \_\_\_\_\_

Applicant \_\_\_\_\_

Check One: Surveyor \_\_\_\_\_ Engineer \_\_\_\_\_ Developer \_\_\_\_\_ Architect \_\_\_\_\_ Agent \_\_\_\_\_ Other \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

City/Zip \_\_\_\_\_

Email \_\_\_\_\_

Zoning: Existing \_\_\_\_\_

Proposed \_\_\_\_\_

Uses: Existing \_\_\_\_\_

Proposed \_\_\_\_\_

Parcel Dimensions \_\_\_\_\_

State Reasons & Justification for Rezoning \_\_\_\_\_

\_\_\_\_\_  
Signature of Property Owner or Owner's Designated Agent

\_\_\_\_\_  
Print Name of Property Owner or Owner's Designated Agent

\_\_\_\_\_  
Date

**What Is A Rezoning?**

A Zoning Designation regulates use, size, and development of a parcel. A Rezoning is the procedure that changes the Zoning Designation and amends the Official Zoning Map of the Village.

**Where Do I Start?**

Contact the Clerk/Treasurer to discuss interest in Rezoning. The staff will provide information regarding the permitted uses, surrounding uses, and possible nonconformities.

**What's Next?**

A complete submittal includes an application (signed by the property owner or his/her designee), a legal description of the land to be rezoned.

The Village departments make recommendations to the Plan Commission. The Plan Commission holds a meeting to review staff comments and makes its recommendations to the Board of Trustees. Notice of the hearing is sent to the petitioner and the property owners within 100 feet of the lot to be rezoned. A recommendation to the Board of Trustees is made within 45 days of the Hearing.

A notice of the Public Hearing is published in the newspaper two consecutive weeks before the Board of Trustees meeting. At the Public Hearing, the Board of Trustees formally approves, refers the item back to the Plan Commission, or denies the Rezoning.

If approved, the Village Attorney drafts an Ordinance. The Board of Trustees approves or denies the Ordinance. **What Is The Final Action?**

The approved Ordinance is published in the local newspaper. Upon publication the Rezoning is final.

***Note:** If the Board of Trustees denies a Rezoning request, the applicant must wait a year before submitting the same Rezoning request. If the applicant withdraws the submittal, prior to Board of Trustees action to deny, the year wait to resubmit does not apply.*