



REZONING

Application

PROPERTY LOCATION: _____

Tax Key Number: FDL-____-____-____-____-____

Project Applicant			
Name			
Mailing Address	City	State	ZIP Code
Email Address		Phone Number	
Landowner (Complete this information if the project applicant is not the property owner.)			
Name			
Mailing Address	City	State	ZIP Code
Email Address		Phone Number	
Landowner Certification			
If the person requesting the rezoning is not the owner of the property affected by the proposal, the consent of the landowner is necessary. Refer to the LANDOWNER AUTHORIZATION form included with the rezoning application packet.			

Existing Property Zoning Classification: _____

Proposed Zoning Classification: _____

Description of present use of property: _____

Purpose of rezoning. Description of proposed use of property and/or proposed site development:

Time schedule for use and/or development of the property: _____

PROJECT APPLICANT SIGNATURE _____

REZONING APPLICATION INSTRUCTIONS AND INFORMATION

Refer to the *Plan Commission Timetable* for application submittal deadlines and meeting dates.

Checklist for submittal of a rezoning request:

❑ **Project Application**

The application must provide information of the existing land use and zoning, and the proposed land use and zoning. Operational details of the land use or supplementary information to describe the development may be provided in an attachment to the project application. Operational details include information such as the hours of business operation, number of employees, expected demand for parking, etc.

❑ **Map and Legal Description of Property to Be Rezoned:** Plat map, vicinity map or certified survey map.

❑ **Site Plan (New Construction)**

A conceptual site plan is required for a rezoning proposal that includes new construction or physical changes to a property. Some proposals may require building elevation drawings or other design details.

❑ **Site Photos:** Provide photos of the project site to show existing property conditions.

❑ **Application Fee: \$450**

Application Submittal

A rezoning application may be filed at the City of Fond du Lac Community Development office located on the 4th floor of the City-County Government Center or it may be submitted electronically via email: jdahlin@fdl.wi.gov

Please contact the Community Development office at (920) 322-3440 prior to the electronic submittal of an application for rezoning. Payment of the filing fee must be received prior to the project filing deadline.

Mailing address: City of Fond du Lac – Community Development Department
160 S Macy Street, PO Box 150
Fond du Lac, WI 54936-0150

Plan Commission Meeting

Meeting Date: The Plan Commission meets monthly at 5:30 p.m. in Meeting Room A-B of the City-County Government Center, 160 S Macy Street. Meeting dates are listed in the *Plan Commission Timetable*. The project applicant or a representative must attend the Plan Commission meeting to present the rezoning proposal and answer questions regarding the request. Public comment will be invited. In some cases it is necessary for the applicant to also attend the City Council meeting for the rezoning proposal.

Public Notification: Owners of property in the vicinity of property proposed for rezoning are notified by the City Clerk via mail. The public hearing notice explains the rezoning proposal and provides information for the Plan Commission meeting.

Project Review: Zoning regulates the use and development of property. City staff analyzes a rezoning proposal with regard to property location, surrounding uses, surrounding zoning, and the potential effect of a change in zoning. The analysis also considers development standards and long term land use plans. The project analysis and recommendation is provided to the applicant in advance of the Plan Commission meeting.

Plan Commission: The Plan Commission is advisory to the City Council. The City Council generally will take action on a rezoning proposal at its meeting the week following the Plan Commission meeting.

Plan Commission and City Council meeting agendas and minutes may be viewed on the City's website: www.fdl.wi.gov

FOR INFORMATION OR ASSISTANCE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT: (920) 322-3440

LANDOWNER AUTHORIZATION

TO: City of Fond du Lac
Community Development Department

Re: REZONING REQUEST

LOCATION: _____
PROPERTY ADDRESS AND/OR TAX KEY NUMBER

The undersigned _____ is the owner of property
NAME OF PROPERTY OWNER (PLEASE PRINT)
referenced above. The undersigned authorizes _____
to sign and file a rezoning application that affects the referenced property.

SIGNATURE OF LAND OWNER OR AUTHORIZED AGENT

DATE

PLAN COMMISSION 2020

(1st Monday after the 2nd Wednesday of the Month)

Application Filing Deadline 12:00 pm (Friday)	PLAN COMMISSION Meeting 5:30 pm - Monday Meeting Room A
Dec 27, 2019	Jan 13, 2020
Jan 31, 2020	Feb 17, 2020
Feb 28, 2020	Mar 16, 2020
Mar 27, 2020	Apr 13, 2020
May 1, 2020	May 18, 2020
May 29, 2020	June 15, 2020
June 26, 2020	July 13, 2020
July 31, 2020	Aug 17, 2020
Aug 28, 2020	Sept 14, 2020
Oct 2, 2020	Oct 19, 2020
Oct 30, 2020	Nov 16, 2020
Nov 20, 2020	Dec 7, 2020
Wednesday Dec 30, 2020	Jan 18, 2021