

TOWN OF KINNICKINNIC REZONING APPLICATION

REQUEST

_____ from _____ to _____
Acres to be Rezoned Existing Zoning District Proposed Zoning District

APPLICANT INFORMATION

Property Owner: _____ Contractor/Agent: _____
Mailing Address: _____ Mailing Address: _____

Daytime Phone: (____) _____ Daytime Phone: (____) _____
Cell: (____) _____ Cell: (____) _____
E-mail: _____ E-mail: _____

SITE INFORMATION

Site Address: _____
Property Location: _____ 1/4, _____ 1/4, Sec. _____, T. _____ N., R. _____ W., Town of _____
Parcel #: _____ - _____ - _____ - _____
Does a Farmland Preservation agreement exist on the site? _____ Yes _____ No

FEES

Application Fee: (See Town of Kinnickinnic Fee Schedule for applicable fees) \$ _____

I attest that the information contained in this application is true and correct to the best of my knowledge.

Property Owner Signature: _____ Date _____

Contractor/Agent Signature: _____ Date _____

OFFICE USE ONLY

Date Accepted: ____/____/____ Accepted By: _____
Fee Received: \$ _____ Receipt #: _____

CHECKLIST FOR COMPLETE APPLICATION

- ☐ _____ copies of the application packet to include:
 - ☐ Aerial Photo (can be obtained from County website at <https://www.sccwi.gov/399/Maps-GIS-and-Land-Information>)
 - ☐ Scaled map with boundaries of parcel to be rezoned.
 - ☐ Drawing: to include short term or long-term plans for the property identifying future use, density, layout etc.
 - ☐ Completed rezoning questionnaire (page 3 of the application).
 - ☐ Property's most recent tax bill (this can be obtained at the County Treasurer's office) for proof of ownership.
 - ☐ Legal description or boundary description (typically prepared by a registered land surveyor).
- ☐ Application fee (non-refundable) payable to: **Town of Kinnickinnic.**

Please Note: Application materials should not include covers, binders or envelopes. Application packets should be collated and either stapled or paper clipped in the upper left-hand corner. All maps, plans, and engineering data (if applicable) must be submitted on paper no larger than 11x17.

REZONING PROCEDURE

It is the responsibility of the applicant to understand this rezoning procedure, submit a complete application, provide additional information as needed, and request to be added to the appropriate meeting agenda(s).

Step 1 - Application Submittal and Review: Rezoning applications need to be submitted to the Town Plan Commission as the first step. Applications are due by the respective submittal deadlines posted on the Town website and can be found under "Community – Forms & Permits". The application must include all items identified on the checklist. After a preliminary review by the Plan Commission Chair, additional information may be requested.

Step 2 - Completed Application: Once the application is deemed complete by the Plan Commission Chair, the Plan Commission will review the application and make a recommendation to the Town Board. The Town Clerk will schedule the appropriate meeting(s) where the application will be considered.

Step 3 - Town Recommendation: Towns under County zoning provide a recommendation to St. Croix County on rezoning applications. A Town recommendation of approval is required in order to proceed with a rezoning application with St. Croix County.

Step 4 – Next Step with St. Croix County; The Town's recommendation for approval of a rezone shall accompany a rezoning application with St. Croix County. If the Town does not recommend approval of a rezone, it is considered an objection to the ordinance amendment under Wis. Stat. 59.69(5)(e), and the application will not be scheduled for public hearing with St. Croix County. If the Town fails to submit a recommendation, the public hearing shall occur without a Town recommendation.

REZONING QUESTIONNAIRE

To assist in determining how your proposed use relates to town plans, please answer the following questions on a separate sheet of paper and include them with your application materials:

- 1) Explain why you wish to rezone this property. Identify the proposed use if rezoned.
- 2) Explain the compatibility of your proposed use with uses on existing properties in the vicinity of this site.
- 3) Explain how the proposed use will affect stormwater runoff, wetlands or will impact any shoreland areas.
- 4) Discuss if the site has any wildlife, scenic or recreational value that should be protected or enhanced. Indicate if you are willing to pursue such efforts as part of your proposed use of the property.
- 5) If the proposed use is residential development, please submit a concept plan of an anticipated lot layout and describe any significant features on the site (wetlands, floodplain, poor soils, steep slopes, etc.) that either support development or are challenging.
- 6) Describe how the rezoning application is consistent with the Town of Kinnickinnic Comprehensive Plan including the Future Land Use Plan?

Town of Kinnickinnic
1271 County Road J
River Falls, WI 54022
715-425-8082
clerk@kinniwi.gov