

VILLAGE OF BRISTOL

REZONING PETITION INFORMATION & PROCEDURES

- ☐ 1. Contact the Village of Bristol Administrator and check with staff to determine if your proposed zoning change meets the requirements of the Village of Bristol General Zoning and Shoreland/Floodplain Zoning Ordinance and the Village of Bristol Subdivision Ordinance. NOTE: If the proposed rezoning is part of a proposed land division see the Certified Survey Map Information & Procedures.
- ☐ 2. Contact the Village of Bristol Administrator and schedule a pre-conference meeting, which is required for all rezoning requests.
- ☐ 3. Contact your local Town to determine if your rezoning requires preliminary approval.
- ☐ 4. Assemble your information and including the following:
 - ☐ A. PETITION
 - ☐ ❖ Addressed to:

Village of Bristol Administrator
c/o Village of Bristol Planning Commission
19801-83rd St
Bristol, Wisconsin 53104
 - ☐ ❖ Existing zoning district
 - ☐ ❖ Proposed zoning district
 - ☐ ❖ Proposed use (a statement of the type, extent, area, etc. of any development)
 - ☐ ❖ Compatibility with Village plans (a statement of conditions warranting a change in zoning)
 - ☐ ❖ Compatibility with adjacent lands (a statement of land uses and impact of zoning change).
 - ☐ ❖ Any additional data or information as requested by the Department of Planning and Development.
 - ☐ ❖ Legal description of property and areas to be rezoned including the tax parcel number. **NOTE: Must be included at time of application.**

- ☐ B. VERIFICATION OF SANITATION

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Municipal sewer or private sewage system.

An evaluation of the existing private onsite waste treatment system (POWTS) pursuant to Com 83.25 or a completed soil test by a licensed soil tester if the POWTS needs to be replaced and a new system installed.

Vacant land to be served by a private onsite waste treatment system (POWTS) must complete a soil test by a licensed soil tester. Provide copy of soil test.

☐ **C. LETTER OF AGENT STATUS**

This must be submitted if you are a tenant, leaseholder, or authorized agent representing the legal owner, allowing you to act on their behalf.

☐ **D. SITE PLAN**

A survey prepared by a Wisconsin Registered Land Surveyor and/or a site plan of the proposed development. This site plan should include:

☐❖ The location and dimensions of the property.

☐❖ Zoning of adjacent properties.

☐❖ The type, size, and location of all structures.

☐❖ The location of public and private roads, driveways, and parking facilities.

☐❖ The existing and proposed location of public sanitary sewer or private onsite waste treatment system (POWTS) and water supply facilities.

☐❖ The existing and proposed location of all private utilities or other easements.

☐❖ Anticipated uses of adjoining lands in regard to roads, surface water drainage, and compatibility with existing adjacent land uses when applicable.

☐❖ The characteristics of soils related to the contemplated specific uses.

☐ **E. ARCHITECTURAL PLANS**

Perspective drawings and sketches illustrating the design, character, and elevations of the proposed structures when applicable. *Submit (15) reduced sized (11" x 17") copies and (3) full size copies.*

☐ **F. FILING FEES**

Request for Rezoning\$750.00

Note: If any lands are being rezoned out of the A-1 Agricultural Preservation District then the agricultural conversion fee (under s.91.48) plus a 50.00-dollar administrative fee will be charged in addition to the standard rezoning fee noted above. Please see the attached handout for additional information.

(For other fees see the Land Use Fee Schedule)

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- ☐ 5. Submit the above information by the filing deadline (see Land Use Schedule handout)
 - ☐ 6. Attend the Village Planning Commission and the Village Board meetings. **NOTE:** You must attend or the Village will not be able to act on your request.
 - ☐ 7. If denied you have thirty (30) days to file an appeal with Zoning Board of Appeals.
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**REZONING PETITION
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**Wisconsin Department of Agriculture, Trade and Consumer Protection
Farmland Preservation Program (ch. 91, Wis.Stats.)**

**State of Wisconsin Fee for Rezoning Land Out of a Farmland Preservation Zoning
District
(A-1 Agricultural Preservation District)**

The Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) is requiring that, under s.91.48, Wis. Stats., beginning January 1, 2010, any person who requests that land be rezoned out of the A-1 Agricultural zoning district must pay a conversion fee for each acre of land to be rezoned or portion thereof, equal to three times the per acre value of the highest value category of tillable cropland in the town. The fee is required to maintain Kenosha County's compliance with the Farmland Preservation Program. The fee is collected by Kenosha County and submitted to DATCP by March 1st of each year. **Please note:** Payment of the fee to Kenosha County Planning and Development will be required upon request of the zoning amendment. If the amendment is not approved by the County Board the conversion fee will be returned to the petitioner. This fee is separate from and is charged in addition to any other fees charged by the County or Town. The county will charge a \$50.00 administrative fee for each rezoning request. The per acre conversion fee for each town in Kenosha County for 2010 is shown below:

2010 DATCP Rezoning Fee*

Town	Brighton	\$882.00
Town	Bristol	\$882.00
Town	Paris	\$951.00
Town	Randall	\$897.00
Town	Salem	\$879.00
Town	Somers	\$885.00
Town	Wheatland	\$885.00
Village	Genoa City	\$879.00
Village	Paddock Lake	\$855.00
Village	Pleasant Prairie	\$876.00
Village	Silver Lake	\$852.00
Village	Twin Lakes	\$861.00
City	Kenosha	\$825.00

*The Department of Revenue updates assessment rates annually; this fee is valid until December 31, 2010.

Example:

Rezoning 5.3 acres out of A-1 Agricultural Preservation District in the Town of Brighton

$(5.3 \text{ acres}) \times (882.00) = (4,674.60) + (50.00 \text{ administrative fee}) = \$4,724.60$ payable to "Kenosha County"

If you have any questions regarding this fee, please contact any or all of the following:

DATCP	608-224-4500	DATCPWorkingLands@wisconsin.gov
Senator Robert W. Wirsch	608-267-8979	Sen.Wirsch@legis.wisconsin.gov
Senator Neal J. Kedzie	608-266-2635	Sen.Kedzie@legis.wisconsin.gov
Representative Peter Barca	608-266-5504	Rep.Barca@legis.wisconsin.gov
Representative John Steinbrink	608-266-0455	Rep.Steinbrink@legis.wisconsin.gov
Representative Samantha Kerkman	608-266-2530	Rep.Kerkman@legis.wisconsin.gov
Representative Thomas A. Lothian	608-266-1190	Rep.Lothian@legis.wisconsin.gov
Legislative Hot Line	800-362-9472	legis.wisconsin.gov