

Process for Obtaining a Rezone October 10, 2011

Assumption: the property is owned by the person seeking a Rezone.

NOTE: The Town of Blooming Grove does not have final authority on CUP, Dane County does. Blooming Grove can help a landowner through the process, and in some cases will write a letter to the County in support of the CUP. It is recommended that a landowner utilize the Blooming Grove Plan Commission when attempting to obtain a CUP from the County.

1. Recommended: Approach neighbors in the immediate area and explain why you want the Rezone. This isn't necessary, but they will eventually be informed of what you are planning to do.
2. Complete the Town application for a Rezone located on the Blooming Grove website.
3. Contact the Town Office at 223-1104 to get on a future Blooming Grove Plan Commission agenda. Plan Commission meetings are typically held the second Tuesday of the month at 5:00 PM at the Town Hall located at 1880 S. Stoughton Road.
4. Go to a Plan Commission meeting with the Rezone application, and any site plans or other attachments you believe may help explain what it is you wish to do. At this first meeting, a Plan Commissioner will be assigned as your contact person for your Rezone request and will help you through the process. Also at this meeting, the Plan Commission will review your request for consistency with the Town's Comprehensive Plan. The Plan Commission may vote on preliminary approval or disapproval of the Rezone at this meeting.
5. File an application for a Rezone with Dane County Zoning. Information on the County's portion of the rezoning process can be found [here](#).
6. When you apply at County Zoning, you will be given a public hearing date to appear before the Dane County Zoning & Natural Resources Committee.
7. The Town's Plan Commission will also be scheduling a public hearing date. The notice of the public hearing will be mailed at least 15 days in advance to all landowners within 300 feet of the property in question (if the property is in an urban subdivision), or within 1/4 mile of the property in question (if the property is in a rural area). This is required by the Wisconsin State Statutes.
8. The Town's public hearing for the Rezone will occur at the next regularly scheduled Plan Commission meeting. At this meeting the Plan Commission usually will vote on whether or not to approve the Rezone.
9. After the Town Plan Commission has voted their approval or disapproval of the Rezone, the Town Board will do the same at the next regularly scheduled Board meeting. The Town Board will make their own determination, but takes into account the Plan Commission's vote.

10. The Town Clerk will provide Dane County with the votes of the Plan Commission and Town Board. Dane County will take the Town's votes into consideration when making a determination on the Rezone.
11. The County then has its public hearing, and makes the final decision on whether or not to approve the Rezone.

*****Please note that from start to finish, the rezone process can take anywhere from two to four months or longer and costs a few hundred dollars*****