



This brochure cannot completely explain all the applicable land use regulations that apply to zone changes, or other zoning requirements. If you have questions about these or other programs administered through our office, please feel free to contact us at:

Waushara County
Land Conservation & Zoning Office
PO Box 1109
Wautoma, WI 54982-1109
Phone (920) 787-0453
Fax (920) 787-6516

ZONE CHANGES – WHAT ARE THEY, AND WHEN ARE THEY NEEDED?



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WHAT IS A ZONE CHANGE?

When a proposed use is not listed as a permitted or conditional use in the existing zoning district, a Zone Change is necessary. They are decided upon by the Waushara County Planning and Zoning Committee at a public hearing. If such applications are approved, they are referred to the Waushara County Board, and if approved, are then forwarded to the Town Board for their vote. If the application is denied by either the County or the Township, the application process ends. The Zone Change is complete only when an affirmative vote has been given by all three levels and the Town Board decision has been filed with the County.

It is the responsibility of the Waushara County Planning and Zoning Committee to review each zone change request carefully to ascertain that the proposed land use (or other permitted land uses within the new zoning district) will not adversely affect neighboring properties or the community or environment, cause conflicts, nor demand services of the community that would pose an unnecessary burden or expense to provide

HOW DOES THE ZONE CHANGE PROCEDURE WORK?

An application form must be completed by the applicant on forms furnished by the Zoning Office. This is usually best done in person at the Zoning Office.

An application fee must also be filed, along with a detailed site plan showing all pertinent existing and proposed items. If the zone change request involves the creation of new lots, a preliminary soil evaluation must be filed with the application. Applications will not be accepted without this information. A written explanation of the zoning request is also helpful.

A copy of the application is sent to the Township, property owners with 300' of the subject property, and, in some cases the DNR or other affected government office. We encourage all applicants to contact these parties, in advance, to explain their proposal, particularly the Township, since they also have a vote in the process.

We also are required by law to publish a notice twice in the Waushara Argus before a public hearing can be held. This process means that there is usually a several month period between when your application is first filed and the final vote by the Township. **It is important that you attend the public hearing, because it will be your responsibility to present your request. Failure to appear and explain your application may result in a denial.**

WHAT ARE THE STANDARDS THAT ARE FOLLOWED IN DECIDING ZONE CHANGES?



Each zone change request is carefully considered by the Waushara County Planning and Zoning Committee on a case by case basis. Some of the factors that are used in reaching a decision include, but are not limited to the following:

- ? Impacts on zoning of neighboring properties and compatibility of the allowed uses in those zoning districts.
- ? Police, fire, and other emergency services.
- ? Additional traffic, highway access and safety, road maintenance and road damage.
- ? Noise, dust, odor, smoke, or other hazards to the public or environment.
- ? Sewage disposal, parking limitations, stormwater runoff and aesthetics.