



Application for Rezoning

For City Staff Use Only	
File No.	_____
Date Filed	_____
Appl. Review	_____
PC Recom	_____
CC Action	_____
Date	_____

- Applicant's Name(s) _____
Street/City/Zip _____
Phone # _____ Email or Fax # _____
Interest in Subject Property _____
- Property Owner's Name(s) _____
Street/City/Zip _____
Phone # _____ Email or Fax # _____
- Address of Property sought to be Rezoned _____
- Please provide legal description of subject property or attach one to the application
Lot(s) _____
Block(s) _____
Addition _____
Parcel #(s) _____
- The property sought to be rezoned is located at (indicate Street) _____
- The area (in sq. ft. or acres) of the property sought to be rezoned is _____
- It is desired and requested the foregoing property be rezoned:

From (x)		To (x)
_____	Residential R-1A District (Non-sewered) (One-family Dwelling District)	_____
_____	Residential R-1B District (Mobile Home Park)	_____
_____	Residential R-1 District (One-family Dwelling District)	_____
_____	Residential R-2 District (One- and Two-Family Dwelling District)	_____
_____	Residential RM District (Mixed Residential District)	_____
_____	Residential R-3 District (Low-rise Multiple-family District)	_____
_____	Residential R-4 District (High-rise Multiple-family District)	_____
_____	P-Public Properties District	_____
_____	CV – Conservancy District	_____
_____	C-1 A – Office/Professional District	_____
_____	C-1 – Limited Neighborhood Shopping District	_____
_____	C-2 – Neighborhood Shopping District	_____
_____	C-3 – Community Commercial District	_____
_____	CBD – Central Business District	_____
_____	H – Highway District	_____
_____	I-1 – Light Industrial District	_____
_____	I-2 – Heavy Industrial District	_____

For Treasury Use #2422

8. The reasons for requesting such a rezoning of property are as follows:

9. The existing use(s) of the subject property is (are)

10. The existing use(s) of adjacent property is (are):

North _____

East _____

South _____

West _____

11. The proposed use(s) of the subject property is (are)

12. The proposed time schedule for use of the subject property as described above is

13. I (we), the undersigned, do hereby make application and petition the City Council to amend the Zoning Ordinance and to change the zoning map of the City of Eau Claire requested above, and in support of this application present the above facts concerning the area proposed to be rezoned and the immediate vicinity of the subject site. I (we) also hereby permit the City to enter upon the property for the placement and removal of a Hearing Notice sign on the property and shall maintain the sign where posted on the property during the pendency of this application.

Submitted this _____ day of _____, 20_____

Signatures _____

Application filing fee:
0-5 acres = \$450
5+ to 10 acres = \$505
10+ to 20 acres = \$565
20+ = \$615 + \$100 for each additional 10 acres over 20
Temporary status = \$275
Payable by check made out to the City of Eau Claire

Zoning and Rezoning Procedures

Application Procedure

1. It is advisable to discuss your proposal with a City Planner prior to making formal application. The City Planning staff may be reached at 715-839-4914 or by visiting the Department of Community Development on the ground floor, south wing of City Hall, 203 S. Farwell Street.
2. Applications are available from the City of Eau Claire, Department of Community Development, or at <http://www.eauclairewi.gov/government/on-line-forms-brochures>
3. Return the completed application form along with **one (1) set of 8 ½ x 11 plans and a PDF file to Ryan.Petrie@eauclairewi.gov** along with a check made payable to the City of Eau Claire (see application form for filing fee).
4. You will receive a mailed notice from the City giving the time/place of the public hearing at which your application will be considered by the City Plan Commission and City Council.

Rezoning Process

1. Upon filing a completed application with the Department of Community Development, the required public notices will be prepared and dates for a public hearing will be scheduled as soon as possible. Filing deadlines have been set in order to give the City sufficient time to meet the legal requirements for publishing public notices (attached).
2. The application is reviewed and analyzed by various members of City staff. A staff report will be prepared and applicant will receive a copy of this report about 3 days prior to the Plan Commission hearing.
3. The City publishes an ad in the legal notices section of the local newspaper, which gives the legal description of the subject property and indicates both the existing zoning and proposed zoning of the property. This ad is published twice, at least one week apart and at least one week prior to the Plan Commission's public hearing. A Hearing Notice sign is also posted on the property.
4. The City mails notices of the upcoming public hearings on the application to all owners of properties within 300 feet of the subject property (in the case of a heavy industrial use, 500' of the subject property).
5. The City Plan Commission holds a public hearing and makes a recommendation to City Council on the proposed rezoning. These hearings are usually held on the first and third Monday of the month at 7:00 p.m. in the City Council Chambers, City Hall. The applicant is expected to attend the hearing and present his/her case to the City Plan Commission.
6. The City Council holds a public hearing. These hearings are usually held on the second and fourth Monday of the month at 7:00 p.m. in the City Council Chambers. The applicant is expected to attend the hearing and present his/her case to the City Council.
7. The City Council makes its decision on the proposed rezoning. This is usually done at the Tuesday, 4:00 p.m., meeting the day after the City Council's public hearing. Again, this meeting is held in the City Council Chambers, City Hall.
8. If the rezoning request is approved by the City Council, the rezoning becomes official upon publication, by the City Clerk, of the ordinance granting the request. This is usually published within 4 days of the City Council's action.

For further information, contact:

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