

# **City of Hurley**

## **Procedures for Rezoning Property**

### **Application Process.**

Application is made on an authorized City of Hurley Rezoning Permit Application from the City Clerk's Office. There is a \$100 non-refundable application fee.

As part of the application process, the applicant is required to submit a site plan for the proposed development and to contact property owners located within 300 feet of the parcel(s) to be rezoned.

### **Common Council Initial Action.**

Upon filing the application and paying the fee, the request for rezoning is brought before the Common Council. The council, in turn, refers the request to the Planning and Zoning Committee for its recommendation and report. At this time, the council has the option of holding the public hearing at either a meeting of the council or of the Planning and Zoning Committee.

### **Planning and Zoning Committee Action.**

A recommendation is then made by the Planning and Zoning Committee to the Common Council. If the Planning and Zoning Committee recommends rezoning, a resolution is submitted to the Common Council by the Planning and Zoning Committee. If the City Council does not receive recommendations and a report from the Planning and Zoning Committee within 60 days of submitting the proposed amendment to the zoning ordinance, the council may hold a hearing without first receiving the recommendations and report.

### **Public Hearing.**

A public hearing on the rezoning request is held at a meeting of either the Planning and Zoning Committee or the Common Council (the council's option). Notice of the public hearing is published twice in the Iron County Miner, once each week during the two weeks prior to the public hearing, the last one at least one week before the hearing.

### **Common Council Acts on Recommendation of Planning and Zoning Committee.**

The Common Council takes action on the recommendation of the Planning and Zoning Committee. If the Common Council approves the committee's recommendation to rezone, the council then adopts the resolution.

### **Common Council Final Action.**

The Common Council instructs the City Attorney to prepare an ordinance for subsequent adoption by the council. Following its adoption, the ordinance take effect after publication in the Iron County Miner.

If the rezoning request is denied by the Common Council, the applicant may appeal the decision through the Circuit Court.

# CITY OF HURLEY

## APPLICATION FOR REZONING/CONDITIONAL USE PERMIT

**FEE - \$100.00 (Non-refundable)**

**(APPLICANT MUST COMPLETE ENTIRE FORM)**

**Name of Applicant** \_\_\_\_\_

**Address of Applicant** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address of Property Affected** \_\_\_\_\_

**Legal Description of Property** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Tax Parel Number** \_\_\_\_\_ **(May be obtained in Clerk's Office at 715-561-4715)**

**Present Zoning** \_\_\_\_\_

**Signature of Owner** \_\_\_\_\_ **Phone** \_\_\_\_\_

**\*A SITE PLAN MUST BE ATTACHED AND/OR ANY OTHER PERTINENT INFORMATION**

**I understand that this application will not be processed until all of the above information is present, including the site plan and signature of the owner of record. Failure to provide all information requested will result in forfeiture of the application fee.**

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

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**OFFICE USE: Date of Application** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Fee Paid \$** \_\_\_\_\_ **Receipt Number** \_\_\_\_\_

**Recommendation:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature of Building Inspector:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**It is the responsibility of the applicant(s) to contact all owners of property within 300 feet of the borders of the parcel(s), and shall conform to the standards set forth in Section 13-1-65(a), for which a change in zoning and/or conditional use is being requested. Applicants may ask for assistance in the Clerk's Office or call 715-561-4715.**

NAME OF PROPERTY OWNER	PARCEL#	<u>CONTACTED BY</u>		
		In person	By letter	Not Contacted

**Please attach the signatures of all persons contacted and/or attach a copy of the letter which was sent to the appropriate persons.**

**Address of parties to be contacted may be obtained from the Clerk's Office, 405 5<sup>th</sup> Avenue North, Hurley, WI 54534 or by calling 715-561-4715.**