



## Comprehensive Plan Amendment

Source: [Multi-Jurisdictional Comprehensive Plan for Racine County: 2035](#) with amendments in Sec. 82-1 of Union Grove Village Code; also Wis. Stat. Section 66.1001.

1. Application requirements:
  - a. Petition with the following information (18 hard copies and digital copy to Village Clerk):
    - i. Applicant information:
      1. Parcel numbers;
      2. Site address or description;
      3. Current land use category and Proposed land use category;
      4. Petitioner name;
      5. Petitioner Home or Business Address;
      6. Petitioner Phone and E-mail;
      7. Property owner contact information (if different);
      8. If there are multiple property owners, attach list of all owners and contact information,
    - ii. Application Questionnaire
      1. Reason(s) for the proposed amendment (describe intended use of the property);
      2. Explain how the proposed amendment is consistent with vision, goals, objectives, policies and programs of the comprehensive plan;
      3. Explain how the proposed amendment will benefit the Village;
      4. Described the surrounding land uses and whether the proposed amendment is compatible with surrounding uses;
      5. Are public streets and other necessary public services available, or planned to be available in the near future, to serve the planned development?
    - iii. Application attachments:
      1. Legal description of land included in the application prepared by a Wisconsin registered land surveyor;
      2. Letter of agent status (if applicant is not owner of the property).
  - b. Application fee: \$300.00, plus cost of publication and professional review fees.
2. Application review process:
  - a. Village Clerk schedules public hearing at a Plan Commission meeting, at least 45 days from application submittal;
  - b. Village Clerk publishes a Class 1 Notice at least 30 days before the public hearing;
  - c. Village Clerk sends a copy of proposed plan amendment to all adjacent local governments and other parties listed in Sec. 66.1001(4)(b) of Wisconsin statutes;
  - d. Plan Commission holds public hearing and makes recommendation to Village Board. The Plan Commission may recommend the adoption or amendment of a comprehensive plan only by adopting a resolution by a majority vote of the entire commission.
  - e. Village Board considers recommendation and adoption of ordinance amending the plan.