



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.