

TOWN/VILLAGE OF BLOOMFIELD

N1100 TOWN HALL RD, PELL LAKE, WI 53157
Planning and Zoning Office (262) 279-6039 Ext. 3 • Fax (262) 279-0196

REZONE CHECKLIST – (TOWN ONLY)

Resident and Zoning
Please initial as
Completed.

- _____ _____ Fill out Rezone application for the Town, include new Certified Survey Map showing the new rezone, including a check made out to the Town of Bloomfield for the appropriate fee.
- _____ _____ Zoning Administrator places an ad in the local newspaper for Public Hearing
- _____ _____ Zoning Administrator places the property/resident on the Agenda for the next possible Planning and Zoning Commission meeting for the Public Hearing and Rezone.
- _____ _____ Resident attends the Public Hearing and concurrent Planning and Zoning Commission Meeting. (Second Wednesday of the appropriate month)
- _____ _____ If approved, Zoning Administrator has resident put on the agenda for the Town Board Meeting (First Monday of the following Month). If denied, rezone attempts end.
- _____ _____ Resident the Town Board meeting.
- _____ _____ If approved, Town Clerk provides resident with letter or Resolution approving the rezone. If denied, rezone attempts end.
- _____ _____ If approved by Town Board, resident needs to apply to Walworth County for a Rezone application, bringing the letter or Resolution from the Town Clerk to Walworth County, along with the new Certified Survey Map showing the rezone, and a fee for Walworth County.
- _____ _____ Walworth County sets date for a Public Hearing , and Planning and Zoning Commission meeting. Walworth County places and ad in the local newspaper announcing the Public Hearing.
- _____ _____ Resident attends the County Public Hearing and the County Planning and Zoning Commission meeting.
- _____ _____ If approved, resident takes approved Certified Survey Map showing the new rezone to the County Registrar of Deeds and has is registered. If denied, rezone attempt is denied at County level. Property is not rezoned.