

<b>RE-ZONE APPLICATION CHECKLIST</b>
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1) **Pre-application conference with Plan Commission or discussion with Planning Director for opinion.**

2) **Re-zone petition application made to Dane County.** *(Applicant must have a County petition # before the Town can accept an application.)*

3) **Application made to Town of Dunn and fee paid.**

Re-zone application \$250

Conditional Use Permit (CUP) application \$350

Combined Re-zone and Certified Survey Map (CSM) \$400

Combined Re-zone and CUP application \$500

Certified Survey Map (CSM) app (per map) \$150 + \$100 per new lot created

Combination of Re-zone, CUP, CSM applications \$500

4) **Application considered at Plan Commission meeting.** *(Applicant or designated representative should attend meeting.)*

Applicant presents map of re-zone area to Plan Commission, reason for re-zone request, and any supporting documentation (i.e. letters of support).

Note: Plan Commission makes a recommendation for action which is forwarded to the Clerk for placement on the Town Board Agenda

5) **Application considered at Town Board meeting.**

6) **Applicant receives copy of Town Board Action Report if requested.**

7) County Zoning and Land Regulation Committee Public Hearing *(applicant must attend).*

*If amended at county hearing the amended petition comes back to the town board for final approval. Action must occur within 40 days of Co. Exec.*

8) County Board vote.

9) County Executive signs.

10) 90 days to record CSM if the zoning is for a land division.