



**Petition to Amend the Zoning Ordinance  
(Rezoning)  
Town of Theresa – Dodge County, Wisconsin**

**Contact Information** (please print)

Name of Petitioner: \_\_\_\_\_

Mailing Address of Petitioner: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Mailing Address of Owner: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

---

**Property Information**

Property Currently Zoned: \_\_\_\_\_ Tax Key Number: \_\_\_\_\_

Current Use of Property: \_\_\_\_\_

Requested Zoning: \_\_\_\_\_

Legal Description of Property Involved (description must come from deed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In the event the application is granted, the applicant intends to make the following use of the above described land (describe use in detail):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List of Names and Complete Mailing Addresses of all Abutting and Opposite Property Owners:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_
6. \_\_\_\_\_  
\_\_\_\_\_
7. \_\_\_\_\_  
\_\_\_\_\_

---

**Submittal Fees and Requirements**

The following must be submitted with the Rezoning Application:

1. Rezoning Fee of \$275 plus Administrative Fee of \$50 **Total \$325**
2. Ten Copies of the Application
3. Ten Copies of the Site Plan (drawn to scale 1") showing the following:
  - a) Boundaries and Dimensions of the Property
  - b) Location and Dimensions of all Existing and Proposed Buildings
  - c) Use of all Existing and Proposed Buildings
  - d) Use of all Properties Within 300 Feet of the Land Proposed for a Conditional Use

**Signatures**

By the execution of this application, applicant hereby authorizes the Town of Theresa or its agents to enter upon the property for the purpose of inspection. Petitioner/Owner agrees to be in full compliance with the provisions of the Theresa Zoning Ordinance and all other applicable Town, County, and State regulations.

Signature of Petitioner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(If different than Petitioner)

**Send Applications to:** Diane Steger, Town Clerk ♦ W783 West Bend Rd ♦ Theresa, WI 53091  
920-488-2033 ♦ [townoftheresa@yahoo.com](mailto:townoftheresa@yahoo.com)

**Questions to:** Dennis Fleischer, Land Use Administrator ♦ 608-515-6263 ♦ [dennisf@seniorhelpers.com](mailto:dennisf@seniorhelpers.com)

**For Office Use Only** Application Number: \_\_\_\_\_

## **General Information**

Rezoning within the Town is governed by the Town of Theresa Comprehensive Plan and Zoning ordinances. All applications need to be consistent with these Ordinances and Plan in order to be approved at the local and county level.

## **Procedures**

The Planning Commission shall review the application and shall only approve plans that meet all the requirements set forth in the Town of Theresa Zoning Ordinances.

1. Application: All applications, required materials and fees are to be submitted in conceptual format to the Theresa Town Clerk. Questions can be directed to the Land Use Administrator. (Contact information for both can be found at the bottom of the Conditional Use Permit Application.)
2. Review: all applications shall be reviewed by the Land Use Administrator. The Land use Administrator may contact the petitioner/owner for further information as well as visit the property for the purpose of inspection.
3. Public Hearing: a public hearing before the Planning Commission shall be held and notices to property owners within 300 feet of the proposed development will be sent by the town.
4. Planning Commission Action: The Planning Commission shall meet in accordance with open law and discuss and take action on the application. The Commission shall approve, approve with conditions, defer, table, deny with reason and remove any applications from the agenda.
5. Town Board Action: The town Board shall meet in accordance with open law and discuss and take action on the application. The Town Board shall approve, approve with conditions, defer, table, deny with reason, remove any applications from the agenda, or overturn the Planning Commission recommendations.
6. Upon receiving the Town's recommendation, the Dodge County committee responsible for zoning will hold a public hearing on your rezone. The Town's recommendation is taken into consideration at this time. The County will vote to recommend approval or disapproval. The Planning Commission may also recommend imposing conditions or otherwise altering the petition at this time. It is strongly recommended that petitioners attend this hearing.