

Help Sheet for Filing a  
 "PETITION FOR ZONE CHANGE"  
 from Farmland Preservation Zoning

1. If you are the person who wants the zone change, **print or type your full name and address** (including city, state and zip code) in the first space.  
  
 If you do not presently own the property, print or type **the owners full name and address** (including city, state and zip code), in the second space. If you own the property, print or type "Same" in this space.  
  
 If you are **not sure** of the current zoning classification and what proposed classification (zoning district) is best suited for your intended use **contact Marathon County Conservation, Planning and Zoning office.**
2. Provide a clear legal description of **only that part of the land that you wish to rezone.** You may need to obtain the services of a registered land surveyor to assist you with this question. If the entire parcel is proposed to be rezoned, the legal description from last year's tax bill is usually acceptable. Be sure to include the parcel identification number which starts with the number 37, also from your tax bill.
3. There have been circumstances during the public hearing when proposed uses have not been listed on the application. This has the potential to delay your application a month or more while you re-file. For example, used car sales is a use that is allowable in more than one classification, but if body work and/or repair are also intended on the property, a "heavier" zoning is required. **Be complete and specific when listing proposed uses.**
4. Can be found on last year's tax bill.
5. Contact Marathon County CPZ (715-261-6000) to obtain the number of acres zoned Farmland Preservation.
6. How many acres are held by the current owner?
7. Square footage/acreage should be calculated using the legal description in Question 2.
8. Indicate whether there are structures on the parcel you want rezoned, and for what the structures are currently being used.
9. If less than the entire parcel is requested to be rezoned you will have to prorate the value to determine this percentage.
10. Please check, circle, and answer all appropriate categories.
11. Please carefully consider each question.
  - A. Consider what facilities and services your proposed use will need. For example, adequacy of public roads, traffic volumes, snow removal, increased patrols by police, response by the local fire department, etc.
  - B. Will the town, police, fire department, or any other public agency have to increase scheduled maintenance, buy additional equipment, or obtain training to serve your intended use?
  - C. Will the land on which you wish to start the new use actually support the use, i.e. if you need a septic system has soil testing been done? Is there an adequate water supply? Are the soils capable of supporting the type of structure(s) that you are proposing? Is any or all of the property in a floodplain or wetland?
  - D. Discharge of waste or water not associated with a septic system? What provisions have been, or will be, made to dispose of any solid or hazardous waste? Will there be any discharges to the air other than normal exhaust from a conventional heating system? Will there be soil exposed for periods of time that could cause erosion and sedimentation? Is the site unique as compared to the surrounding land? A few photos of the site may be an important addition to your application.
  - E. Will you have neighbors who will object to any part of your operation, such as noise, late night deliveries, increased traffic, dust, odors or any other aspect of your proposal? It is usually not a good idea to start a heavy use like metal fabrication next to a residential use as these uses are not compatible and should not be put together. How will your proposed use impact agriculture?

**OVER**

- F. What are the logistics of your proposed use? Do you need to be located here because of proximity to clients, ground or air transport, raw materials, or any other factor? Do you depend on the farmers in the area for your raw material or do you serve the farmers' agricultural needs?
- G. Could you locate this proposed use somewhere else where you would be grouped with a number of other similar uses? If not, why not?
- H. If the land that is proposed for this zone change is cropland, the County soil survey can give you an indication of soil productivity. Loss of productive cropland zoned exclusive agricultural is a great concern and will be looked at very carefully in the zone change process. If the land is not cropland, indicate its current use, i.e. woodland, pasture, subdivision lot, etc.
- I. If the only alternative is to convert exclusive agriculturally zoned land to your intended use what will you do to use/impact the least possible amount?
- J. Why is it important to rezone this land out of Farmland Preservation, rather than finding more appropriately zoned land?
- K. Marathon County Comprehensive plan can be found on Marathon County's website:  
<http://www.co.marathon.wi.us/Departments/ConservationPlanningZoning/PlanningServices/ComprehensivePlanning/CountyComprehensivePlan.aspx>  
Contact the town to review compliance with their comprehensive plan.
- L. Marathon County Farmland Preservation plan can be found on Marathon County's website:  
<http://www.co.marathon.wi.us/Departments/ConservationPlanningZoning/FarmlandPreservation/FarmlandPreservationPlan.aspx>
- M. Explain how the rezone will NOT impact current or future agricultural use or protected farmland.
12. Include a clear, well prepared map. We will not accept a sketch that has approximate dimensions or that is not legible. If a surveyor is going to be hired to prepare the legal description you may wish to have him/her also prepare your map. If an existing survey map exists use it if possible, but be sure **the scale meets the 1"=200' or larger** requirement.
13. Write your (*applicant's*) **full name** in this space. Give us your **full phone number** including area code, and the **date** that you mail it or bring it to the office.
14. **Owner signature**, their **full phone number** including area code, and **date** the application. If the owner is a non-resident we will accept a letter from him/her authorizing you to petition for a zone change with their signature(s), phone number, and date.

**Include the fee, and submit only originals.** You may keep a copy but don't send copies for your application. You will be notified by certified mail of the date and time of the hearing. **Plan on attending the hearing.** If you or someone representing you is not at the hearing, your petition may be delayed.

Carefully re-read your application and review all the maps and information you will be submitting before you send or bring it in.

Thank you for the time you have taken with your application. The time and effort you spent helps the Zoning Committee and the Town Board determine if your intended use is appropriate for the area in which it is being proposed. Hopefully, by answering these questions you also have a better idea of need, suitability, and compatibility of your intended use.

For additional questions about the form contact:

**Zoning and Regulatory Services**  
**Marathon County Conservation, Planning & Zoning Department**  
**210 River Drive**  
**Wausau 54403-5449**  
**Telephone: (715) 261-6000, Fax: (715) 261-6016, Web site: [www.co.marathon.wi.us](http://www.co.marathon.wi.us)**