

Zoning Change

Procedure and Submittal Requirements

ZONING CHANGE PROCEDURE

The City's zoning map designates the legal land uses for all property in the city of Milwaukee. Changes to the zoning map are referred to the City Plan Commission for a report and recommendation before the Common Council takes final action.

After receiving a zoning change application, Department of City Development staff prepares an ordinance to amend the zoning map as requested and submits it to the Common Council for introduction.

The Council refers the matter to the City Plan Commission, which schedules a public informational hearing at its regularly scheduled Monday afternoon meetings. The purpose of the hearing is to seek complete information on proposed zoning map changes and to obtain the comments of residents of nearby properties and other interested parties. Residents within 200 feet of the subject property will be notified of the requested zoning change and public hearing.

After the hearing and consideration of the staff recommendation, the Commission makes its recommendation to the Common Council's Zoning, Neighborhoods and Development Committee (ZND). The Committee also holds a public hearing on the proposed change in zoning and reviews the recommendation of the City Plan Commission. Anyone not satisfied with the recommendation of the CPC has an opportunity to be heard by the Common Council's ZND Committee. The ZND Committee formulates a recommendation to the full Common Council. If the Council approves the change, it is sent to the Mayor for signature. The process generally takes about 3 to 3.5 months.

SUBMITTAL REQUIREMENTS

Please submit the following in order to initiate the zoning change process:

- A completed application
- Signed affidavit (required by s. 295-313)
- \$1,500 Application fee (paid online)
 - *Note: Payment will be invoiced upon application submittal.*
 - These fees are non-refundable.
- If the applicant is not the property owner, provide a letter from the owner granting permission to seek the zoning change.
 - *Note: A zoning change file cannot be conditionally approved by the Common Council. If you have recently purchased the property, include a copy of the deed.*

Please email completed application and affidavit to PlanAdmin@milwaukee.gov. Instructions on how to pay fees electronically will be emailed after these items have been submitted.

Quick Facts

- Approval: City Plan Commission, ZND Committee, full Common Council
- Application Fee: \$1,500 (payable online)
- Processing time: 3 – 3.5 months

Contact (414) 286-5726 or PlanAdmin@milwaukee.gov for more information.
<https://city.milwaukee.gov/DCD/Planning/PlanningAdministration>