



## 2022 DEVELOPMENT REVIEW SCHEDULE

Until further notice, all meetings are conducted virtually on the internet via zoom. Common Council Meetings are streamed on Facebook Live, search City of Racine on the Lake.

### **PRE-SUBMITTAL CONFERENCE RECOMMENDED:**

To schedule or speak with a staff member about your proposal, Contact the Department of City Development, Division of Planning at 262-636-9151 to speak with a staff member by phone, or by email:

**Michelle Cook, Associate Planner, [Michelle.Cook@cityofracine.org](mailto:Michelle.Cook@cityofracine.org)**

**Steven Madsen, Associate Planner, [Steven.Madsen@cityofracine.org](mailto:Steven.Madsen@cityofracine.org)**

**Jeff Hintz, Planning Manager, [Jeff.Hintz@cityofracine.org](mailto:Jeff.Hintz@cityofracine.org)**

### **2022 FEE STRUCTURE**

All fees are adopted as part of the City's Operating Budget and are required to be paid when turning in a completed application for consideration. All fees are nonrefundable once an application has been processed for consideration. Fees can be paid with exact cash or check only.

<b>Application Type</b>	<b>Required Fee (in US Dollars)</b>	<b>Final Review Body</b>
Preliminary Subdivision Plat	300.00 + 15.00 per parcel	Common Council
Final Subdivision Plat	200.00 + 15.00 per parcel	Common Council
Certified Survey Map	170.00 + 50.00 per parcel	Common Council
New Conditional Use Permit or Major Amendment	795.00	Common Council
Conditional Use Permit – Minor Amendment	400.00	PHDC
Transfer of Existing Conditional Use Permit Same use and same parcel, different owner (not hotel)	150.00	City Development
Conditional Use Permit – Remedy for noncompliance after the fact	1,445.00	Common Council
Rezoning	830.00	Common Council
Comprehensive Plan Amendment	945.00	Common Council
Administrative Review and Access Corridor Review	150.00	City Development
Variance	400.00	BZBA
Design or Historic Review	No Fee	PHDC

Application Deadline	Verification of Complete Application	Review and Comment by Joint Plan Review Team (JPRT)	Public Notices Sent	Corrections or Modifications to Plans Due	Distribution of PHDC Agenda & Recommendations	Planning Heritage and Design Commission Consideration*^	Common Council Consideration
December 13	December 20	December 27	December 31	January 3	January 7	January 12	January 18
December 27	January 3	January 10	January 14	January 17	January 21	January 26	February 1
January 17	January 24	January 31	February 4	February 7	February 11	February 16	March 1
February 7	February 14	February 21	February 25	February 28	March 4	March 9	March 15
February 21	February 28	March 7	March 11	March 14	March 18	March 23	April 18
March 14	March 21	March 28	April 1	April 4	April 8	April 13	April 18
March 28	April 4	April 11	April 15	April 18	April 22	April 27	May 3
April 11	April 18	April 25	April 29	May 2	May 6	May 11	May 17
May 2	May 9	May 16	May 20	May 23	May 27	June 1	June 7
May 30	June 6	June 13	June 17	June 20	July 4	June 29	July 19
July 4	July 11	July 18	July 22	July 25	July 29	August 3	August 16
July 25	August 1	August 8	August 12	August 15	August 19	August 24	September 6
August 8	August 15	August 22	August 26	August 29	September 2	September 7	September 20
August 22	August 29	September 5	September 9	September 12	September 16	September 21	October 4
September 12	September 19	September 26	September 30	October 3	October 7	October 12	October 18
September 26	October 3	October 10	October 14	October 17	October 21	October 26	November 1
October 17	October 24	October 31	November 4	November 7	November 11	November 16	December 6
November 14	November 21	November 28	December 2	December 5	December 9	December 14	January 2023

\*Design Review and façade grant applications have an application deadline of two (2) weeks prior to the PHDC Meeting.

^Variance Applications have the same schedule as the PHDC, but the Board of Zoning and Building Appeals meets as needed.

Application Materials can be found at: <https://www.buildupracine.org/business-tools/planning/>

Green dates fall on holidays and deadlines will be the previous business day.



# DEPARTMENT OF CITY DEVELOPMENT

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