200 Commercial St. Ste. B
P.O. Box 96
Arlington, WI 53911-0096

(608) 635-4808 Phone/Fax
arlingtontownof@gmail.com
arlingtontown-wi.com

Conditional Use Permit Process

for

Town of Arlington

1. Contact Columbia County Planning & Zoning Dept. to verify if it is a buildable lot
2. Confirm Zoning &/or Parcel requirements
3. Town of Arlington Planning Commission Preliminary Consultation
    a. Contact Town Clerk to schedule meeting
    b. Complete Town's Application & pay non-refundable $200 filing fee
    c. Pay $5,000 escrow fee to cover the cost of the Town's consultants
    d. You will be required to explain your proposed request during the meeting
4. Public Hearing, if required
    a. At least 10 days prior to the public hearing, written notice will be sent by the Town, to all property owners within 1000 feet of the real estate to be rezoned & Notice will be placed in the local papers for 21 days prior to hearing
    b. At the Public Hearing you will be required to explain your proposed request and the Public may then ask you to clarify any questions they have regarding your proposal
5. Town Planning Commission Meeting – follows Public Hearing
    a. Final Site Plan or Certified Survey Map (CSM)
    b. Commission will vote to recommend approval or denial to Town Board
    c. If your property is within 1.5 miles of another Village Boundary, you will need to their approval also
6. Town Board Approval Meeting
    a. Your application will be voted to Approve or Deny
    b. The minutes from this meeting will be provided to Columbia County Planning & Zoning Department to satisfy their requirement under the County application process.

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Town of Arlington Town Clerk – Becky Struck. 608-635-4808

Town of Arlington Building Inspector - Kelly Green 608-697-7771

Columbia County Planning & Zoning

112 E. Edgewater St.

Portage, WI 53901

608-742-9660

Office Hours: 8-4:30 Monday thru Friday

Email: Planning.zoning@co.columbia.wi.us