



Columbia County Meeting Schedule

Planning & Zoning Department

Phone: (608) 742-9660
Fax: (608) 742-9817
www.co.columbia.wi.us

112 E. Edgewater St.
Portage, WI 53901

Board of Adjustment Schedule - 2019

This schedule applies to applications for Variances and Administrative Appeals requiring action by the Board of Adjustment.

<u>Board of Adjustment Meeting Date</u>	<u>Filing Deadline Date - 12:00 Noon</u>
January 9, 2019	December 14, 2018
February 13, 2019	January 18, 2019
March 13, 2019	February 15, 2019
April 10, 2019	March 15, 2019
May 8, 2019	April 12, 2019
June 12, 2019	May 17, 2019
July 10, 2019	June 14, 2019
August 14, 2019	July 19, 2019
September 11, 2019	August 16, 2019
October 9, 2019	September 13, 2019
November 13, 2019	October 18, 2019
December 11, 2019	November 15, 2019

The noon filing deadline will be strictly enforced and exceptions will not be made.

All actions delegated to the Board of Adjustment pursuant to county ordinances will be subject to the above filing deadlines. Applications will not be considered to be properly filed and will not be placed on the agenda unless they are properly completed and include all required supporting information or documents, including payment of fees. You are encouraged to consult with department staff prior to the filing of an application to insure that all pertinent issues are identified and to determine what information in addition to the application, forms will be necessary in order for us to accept and process your application. Towns will be mailed the completed application 10 days prior to the public hearing for review and comment, although Town review will be in an advisory capacity. There are several towns that have chosen to review all variances and will have 60 days from the date the variance application is mailed to them to provide a recommendation. Upon receipt of the recommendation from the town or after 60 days, you will then be placed on the next available public hearing. It is your responsibility to contact the Town to discuss town procedures. The Board of Adjustment could potentially meet on the fourth Wednesday of the month, on an as-needed basis only. The need for an additional meeting on the fourth Wednesday shall be determined by the Board, and the filing deadline 30-days prior to the meeting shall also apply.