



Columbia County Meeting Schedule

Planning & Zoning Department

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112 E. Edgewater St.
Portage, WI 53901

Board of Adjustment Schedule - 2024

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 10, 2024	December 15, 2023
February 14, 2024	January 19, 2024
March 13, 2024	February 16, 2024
April 10, 2024	March 15, 2024
May 8, 2024	April 12, 2024
June 12, 2024	May 17, 2024
July 10, 2024	June 14, 2024
August 14, 2024	July 19, 2024
September 11, 2024	August 16, 2024
October 9, 2024	September 13, 2024
November 13, 2024	October 18, 2024
December 11, 2024	November 15, 2024

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 and town recommendation (when applicable). You are encouraged to consult with department staff prior to the filing of an application to ensure 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.