



WISCONSIN LEGISLATIVE COUNCIL ACT MEMO

2015 Wisconsin Act 214
[2015 Senate Bill 313]

**County Clerk Notification of
Certain Zoning Actions**

2015 Wisconsin Act 214 relates to the method a county clerk uses to notify town clerks of certain county zoning actions.

BACKGROUND

A county clerk must provide affected town clerks with notice of certain actions taken by a county. For example, a county clerk must notify affected town clerks when a petition to amend a zoning ordinance has been made to a county board, or when the county has enacted or amended a zoning ordinance, in certain cases. Prior law required the county clerk to send any statutorily specified notice, ordinance, or materials to the town clerk by registered mail.

2015 WISCONSIN ACT 214

Act 214 modifies the methods by which a county clerk must provide notice to a town clerk to permit use of certified mail or e-mail, rather than registered mail. The Act provides that a county clerk may provide any required notice, ordinance, or materials to a town clerk by either: (1) sending the notice, ordinance, or materials by certified mail; or (2) sending the notice, ordinance, or materials by e-mail, if a request is included for confirmation of receipt by return e-mail. A county clerk who provides notice or other materials via email, but who does not receive confirmation of receipt from the town clerk within two business days, must then send the materials by certified mail.

Effective date: March 3, 2016

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This memo provides a brief description of the Act. For more detailed information, consult the text of the law and related legislative documents at the Legislature's Web site at: <http://www.legis.wisconsin.gov>.