



Site Plan Review Application

Project Location: _____

Date: _____

Submitted by: _____

Instructions:

- 1) Architect, engineer or contractor is to complete all applicable sections; please include written responses, only completed applications will be considered (*"See plan" is not a written response*)
- 2) Include 12 (twelve) scaled drawings on 11 X 17 sheets and 1 - 24 X 36 signed print.
- 3) Applications are to be submitted to the Building Inspector or Zoning Administrator with **\$300.00** review fee.

Application Process

- 1) Staff consult - preliminary plan submittal. Staff will assess for completed application and conduct a review for compliance with Chapter 24.
- 2) Schedule Plan Commission Meeting, submit 12 sets of plans a minimum of 10 days prior to meeting date. Fee must be paid prior to scheduling a Plan commission meeting. Plan commission will make a recommendation to the Village Board to accept or deny the plan.
- 3) Village Board (Meets the 1st Monday of the month.)
- 4) The review process may take 60 days or more from the date of submission.

Questions may be directed to the Building Inspector, Zoning Administrator or Public Works Director. A complete copy of the Site Plan ordinance is available via electronic media or may be purchased at the Village of Denmark Offices.



SITE PLAN REVIEW APPLICATION

Site plan Review Ordinance Chapter 24 of the Village Of Denmark Municipal Code

Date of Application: _____ **Name of project** _____
Project Address: _____ **Parcel Number:** _____
Owner: _____
Address: _____ **Phone:** _____

Architect/Engineer _____
Address: _____
Phone: _____ **Cell Phone:** _____
E-mail address: _____

Site/Setbacks: Indicate north on plans. Submit existing site plan and proposed site plan
Front: _____ **Rear:** _____
Side: _____ **Side:** _____
Percent green space: _____ **Percent of lot covered** _____
Size of site in square feet _____

Building Size (total square feet): _____ **Square feet of lot:** _____

Description of the project, include proposed building elevations, proposed land uses, time schedule include beginning and ending dates

Landscaping - Drainage, Fences/Buffer Areas: 24.06(c), (h) Landscaping Plans must show a minimum of 25 feet beyond proposed site. Indicate floodplain, drainage pathways, ponds, etc. 2 foot elevation increments are to be used for site plan. Describe screening provided for adjacent properties and landscaping.

All mechanical equipment including rooftop units are to be screened from ground level view. A minimum of 10% of the gross lot area must be landscaped and/or open space areas 24.06(e). A minimum 10 foot vegetative buffering or opaque fencing shall be adjacent to any R-1, R-2, or R-3 zoned lots. Plastic or wooden slats through cyclone fencing shall not be deemed sufficient.

Parking: 24.06 (d) Minimum parking space size, 10 feet X 20 feet, All parking areas to be paved



Number of spaces provided: _____

Landscaped islands, trellises, raised sidewalks or similar techniques are to be employed to break up the expanse of a parking lot and provide safe pedestrian access.

24.06 (i) Exterior material, Color, Etc.: _____

24.06 (i) 1. Submit samples of exterior materials. Buildings shall have an articulated front façade and/or varied rooflines in the B-1, B-2, and I-1 Districts; Building facade materials are to be aesthetically compatible with neighboring facades. A minimum of 50% of each such façade that faces a street shall be finished with brick, colored splitface concrete masonry, or natural stone. No metal-faced buildings (except for aluminum siding which has the appearance of wood) are allowed in the B-1, B-2, and I-1 districts; multi-family housing and boarding or lodging houses in the R-3 District; or on non-residential buildings in the R-1, R-2, R-3, and RD Districts.

Ingress & Egress: Indicate location of driveways and interior circulation for vehicles on plans. Curb Cut Yes No Number of driveways: _____ DOT approval are required for projects on state highway and county approvals for projects adjacent to county highways.

Lighting: 24.06(f) Exterior lighting is to be contained on the lot to the extent practicable. Include lighting plan and photo/description of proposed lighting poles and luminaires.

Type: _____ Size: _____

Location: _____

Number: _____ Light spread beyond site _____

Utilities: Sewer and Water connection on site? Yes No Street Cut required: Yes No
Indicate all easements, locations of all utilities, fiber optics, gas, telephone, fire hydrants, etc

Signs: Location, number, materials, lighted or not lighted

Outdoor Storage-Refuse collection areas, 24.06(g) Indicate location and screening for refuse collection area(s) and other outdoor storage



The Village of Denmark will invoice submitter for any and all engineering reviews conducted by Village consultant for stormwater management, traffic, sewer, water etc a cost plus 2 %

24.06 Criteria for Review

(1) In reviewing site plan applications, the plan commission shall utilize the following criteria as a basis to determine whether the submitted site plan shall be approved, approved with conditions, or denied. The purpose of these criteria is to identify site plan and design features that affect the physical aspect of the Village's environment. These criteria are not intended to restrict imagination, innovation, or variety, but rather to set minimum standards and assist in focusing on site plan and design principles that can result in creative solutions that will develop satisfactory visual appearance within the village, preserve taxable values, and promote the public health, safety, and welfare.

(a) All standards of this chapter and other applicable village regulations are met.

(b) Adequate public facilities and utilities are provided.

(c) Adequate control of stormwater and erosion are provided and the disruption of existing topography, drainage patterns and vegetative cover is maintained insofar as is practical.

(d) Appropriate traffic control, parking, ingress/egress, and pedestrian ways are provided.

1. All parking lots and/or driving areas are paved with concrete or asphalt.

2. Landscaped islands, trellises, raised sidewalks or similar techniques are employed to break up the expanse of a parking lot and provide safe pedestrian access.

3. Parking lots are located to the side or rear of the building whenever possible.

(e) A minimum of 10% of the gross lot area is landscaped and/or open space areas. Storm water management areas may be included in the calculation.

(f) Exterior lighting is contained on the lot to the extent practicable.

(g) Outside refuse bins are located behind the principal structure and

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screened from view by use of solid screening or opaque fencing material. Plastic or wooden slats through cyclone fencing shall not be deemed sufficient.

(h) A minimum 10 foot vegetative buffering or opaque fencing is provided adjacent to any R-1, R-2, or R-3 zoned lots. Plastic or wooden slats through cyclone fencing shall not be deemed sufficient.

(i) The appearance of buildings maintains a consistency of design, materials, colors, and arrangement.

1. Buildings have an articulated front façade and/or varied rooflines and in the B-1, B-2, and I-1 Districts; multi-family housing and boarding or lodging houses in the R-3 District; and non-residential buildings in the R1, R-2, R-3, and RD Districts, large walls contain windows or other treatments to break up the mass.

2. Building façade materials are aesthetically compatible with neighboring facades. A minimum of 50% of each such façade that faces a street shall be finished with brick, colored split-face concrete masonry, or natural stone. No metal-faced buildings (except for aluminum siding which has the appearance of wood) are allowed in the B-1, B-2, and I-1 districts; multi-family housing and boarding or lodging houses in the R-3 District; or on non-residential buildings in the R-1, R-2, R-3, and RD Districts. Glass curtain walls may be substituted for brick, colored split-face concrete masonry and/or natural stone. Requests for variations shall be made to the planning commission at the time of submittal and review.

3. Where metal siding is used, it is coated with a colorfast, abrasion and corrosion resistant, long life (minimum 20 years) finish that is resistant to chemicals, withstands temperature extremes and has a low permeability. Any material utilized to attach the metal siding to the building shall be concealed or the utilization of shadow panels or semi-concealed fastener panels with fasteners painted to match required. The color and texture are to be approved by the plan commission.

4. All mechanical equipment is enclosed or screened. Rooftop equipment is integrated into the design of the structure, enclosed, or screened from ground-level view to the extent practicable.

5. Loading docks and areas are located on the side or rear of the building(s).

(j) Appropriate building orientation is maintained to complement and enhance neighborhood development character.

1. All buildings shall have their primary facade oriented parallel to the

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Street.

2. Alternatively, a building may be oriented to another geopolitical feature such as a rear lot line or other specified natural feature provided that a direct pedestrian walkway is provided between the building entrance and the street.