



Office of the Zoning Administrator

118 E. Main St.

Denmark, WI 54208

Ph. 920-309-0721

jeffs@communityplanningandconsulting.com

**APPLICATION for SITE PLAN REVIEW
SINGLE- and TWO-FAMILY DWELLINGS**

(for multifamily development, use Application for Site Plan Review – Multifamily)

*This application and its application fee are required to determine compliance with the **Zoning Ordinance**. Once approved, a separate application and application fee is required to determine compliance with the **Building Code**.*

*This Application **must be completed in full**. The Village of Denmark **cannot accept** an incomplete Application Form or an Application Packet lacking all required information.*

Contact Information:

Property Owner: _____

Address: _____

Phone: _____ Email: _____

Applicant / Agent (if different from Property Owner): _____

Company: _____

Address: _____

Phone: _____ Email: _____

Developer / Contractor (as applicable): _____

Company: _____

Address: _____

Phone: _____ Email: _____

Type of Dwelling (please check):

Single-Family: _____

Two-Family: _____

Property Description:

Address: _____ Parcel ID: _____

Current Zoning: _____ Lot Size: _____ Lot Width: _____

(If additional parcels, please attach as separate sheet)

The property is currently: Developed: _____ Undeveloped: _____

Current Use of Property: _____

Open Space:

Chapter 315-123.C(156) of the Village of Denmark Zoning Ordinance defines 'Open Space' as: 'The areas of a lot which contain permeable surfaces and shall remain unbuilt and shall not be used for parking, storage, access drives, or display. The use of gravel or pavers shall not be considered permeable surface for the calculation of open space. Open space represents many different landscaping elements, including greens, quadrangles, lawns, hedgerows, gardens, pathways/walkways, groves, wooded areas, fields, and natural areas.'

Percent of property maintained as open space: _____%

Application Checklist:

NOTE: One paper copy and one digital copy (PDF or similar format) of the application packet is required

The purpose of the Application Checklist is to ensure a complete submittal has been prepared and to expedite the review process. The checklist is not necessarily inclusive of all requirements needed to obtain Site Plan approval and does not absolve the Applicant from compliance with other applicable sections of the Zoning Ordinance.

NOTE: One paper copy and one digital copy (PDF or similar format) of the application packet is required

A site plan drawing is required showing the information listed in the table below.

Please complete the checklists for Zoning Change in full by entering a [✓], [○], [-], or [?] as applicable, into each box in the Code column in the table below.

- ✓ Shown on Site Plan
- Included with Application Packet
- Appears Inapplicable
- ? Cannot Determine if Required

Code	Site Plan Drawing Submittal Requirements
	Dimensions of lot, including area (in acres or square feet) and street frontage (in feet).
	All building and yard setback lines, including distance from all existing structures to applicable property lines.
	The type, area (in square feet), and location of all existing structures, including detached garages, pools, driveways, decks, and the like.
	The type, size, and location of all proposed structures, including distance from right-of-way and all applicable property lines.
	Existing and proposed rights-of-way, easements for and locations of all utility lines, including sanitary sewers, water mains, storm sewers, other drainage facilities and features, communications lines, electrical lines, natural gas lines and other utilities present on and around the site, as applicable.
	Scaled architectural plans illustrating the design and character of proposed structure(s), including height and residential floor area (as applicable).

Code	Additional Requirements for Undeveloped Lots
	Site plan drawn to a recognized engineering scale, scale of drawing, north arrow, and site size information (area in acres or square feet).
	Erosion Control and Stormwater Management Plan

Additional plans and data may be required when determined by the Zoning Administrator to be necessary in order to complete a thorough and efficient review. Certain submission requirements may be waived when determined by the Zoning Administrator to be superfluous.

Signature and Certification:

I certify the information presented on this Application and the drawings, plans, and other materials included therein are, to the best of my knowledge, complete and in accordance with the Zoning Ordinance.

Applicant Signature: _____ Date: _____

Application Fee:

The Application Fee for a Site Plan Permit is \$150.00. The Application shall not be accepted until the Application Fee has been paid.