



Office of the Zoning Administrator

100 N. Wall St.

Denmark, WI 54208

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APPLICATION for SITE PLAN REVIEW ACCESSORY DWELLING UNITS

*This application and its application fee are required in order to determine compliance with the Zoning Ordinance. The Application **must be completed in full**. The Village of Denmark **cannot accept** an incomplete Application Form or an Application Packet lacking all required information.*

*The Applicant shall submit **one paper copy and one digital copy** (PDF or similar format) of the application packet.*

Contact Information:

Property Owner: _____

Address: _____

Phone: _____ Email: _____

Applicant (if different from Property Owner): _____

Company: _____

Address: _____

Phone: _____ Email: _____

Name of General Contractor Firm: _____

Name of Primary Contact Person: _____

Address: _____

Phone: _____ Email: _____

Property Description:

Address: _____ Parcel ID: _____

(If additional parcels, please attach as separate sheet)

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: _____%

Accessory Dwelling Unit (ADU):

The proposed ADU will be (check one):

☐	Attached to Residence	☐	Detached from Residence	☐	Above the Garage
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Application Checklist:

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.

The Application Checklist **shall be completed in full** by entering one of the following into each box in the Code column in the table below:

☒	Shown on Site Plan Drawing	#	Included with Application
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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 dwelling units, 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.
	Location and dimensions of required driveway or walkway.
	Existing and proposed rights-of-way.
	Existing and proposed 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 and color building elevations, color perspective drawings, or color sketches illustrating the design, floor area, height, and roof pitch of existing Principal Structure (residence) and proposed ADU.
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Additional plans and data may be required if determined to be necessary in order to complete a thorough and efficient review. Certain submission requirements may be waived when determined 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.

Application Fee:

The Application Fees for an Accessory Dwelling Unit is \$100.00. The Application shall not be accepted until the Application Fee has been paid.

Consultant Fees:

The Village may retain the services of professional consultants to assist in the review of a proposal coming before the Plan Commission and/or Village Board. The submittal of an application under the zoning ordinance shall be construed as an agreement to pay for such professional review services.

Signature:

Applicant Signature: _____ Date: _____