



Office of the Zoning Administrator

100 N. Wall 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 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 / Agent (if different from Property Owner): _____

Address: _____

Phone: _____ Email: _____

Name of General Contractor Firm: _____

Name of Primary Contact Person: _____

Address: _____

Phone: _____ Email: _____

Type of Dwelling (please check):

☐ Single-Family	☐ Two-Family
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Property Description:

Address: _____ Tax Parcel Number: _____

(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: _____%

Application Checklist:

The purposes of the Application Checklist are to ensure a complete submittal has been prepared and to expedite the review process. The checklist is not necessarily inclusive of all requirements needed 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 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 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.

Application Fee:

The Application Fee for a Single- or Two-Family Dwelling Site Plan Permit is **\$150.00**. 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: _____