



APPLICATION FOR PLAN COMMISSION REVIEW

Village Hall
P.O. Box 47
129 West Main Street
Wales, WI 53183
PHONE (262) 968-3968
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- APPLICATION FOR: NEW CONSTRUCTION, ADDITION, FENCE, TENANT SPACE, BUSINESS PLAN OF OPERATION, SIGNAGE, OTHER

PROJECT NAME

PROJECT LOCATION

PROPOSED USE

PRESENT ZONING OF PROPERTY

NO. OF EMPLOYEES

PROPERTY OWNER'S NAME

ADDRESS

CITY STATE ZIP

PHONE E-MAIL

SIGNATURE

ARCHITECT/ENGINEER'S ADDRESS

CITY STATE ZIP

PHONE E-MAIL

CONTACT PERSON PHONE

Required submittals shall include one (1) set of 11" x 17" size drawings and one electronic copy of all submittals.

Indicate items that you wish to have reviewed under this submittal.

- A. SITE PLAN - MUST include ALL of the Following Items: Grading Plan, Storm Water Management Design, Review by Fire Department, Perc Testing, Setback Lines, Parking Lot, Exterior Signage, Green Space Calculations, Roads/Drives, Building(s) Locations, Dumpster Location, All Site Items Dimensioned

APPLICATION FOR PLAN COMMISSION REVIEW (Continued)

B. LANDSCAPING PLAN – MUST include ALL of the Following Items:

- Landscaping Plan – Drawn to Scale
- Plant Species
- Plant Size at Time of Installation
- Mulch Materials

C. SITE LIGHTING PLAN – MUST include ALL of the Following Items:

- Site Lighting Plan – Drawn to Scale
- Pole Lights, Building-Mounted Lights, Soffit Lights – Locations Indicated on Plan
- Photometric Plan Indicating Foot Candle Intensity at Each Exterior Light Fixture
- Light Fixture Cut Sheets and Lamp Wattage for Each Exterior Fixture

D. ARCHITECTURAL DESIGN PLAN – MUST include ALL of the Following Items:

- Building Floor Plan(s) – Drawn to Scale
- Building Exterior Elevations indicating Building Height and Building Materials
- Building Color Scheme (Colored Elevations or a Colored Rendering)
- Physical Samples of Building Materials (Only Required at the Plan Commission Meeting)

E. SIGNAGE DESIGN – MUST include ALL of the Following Items:

- Site Plan indicating Sign Location and Set Back Distances
- Sign Dimensions, Width, Depth, and Length, Heights Off Grade,
- Illumination Design of Sign (if applicable) Indicating Light Fixture Cut Sheets with Lamping and Controls
- Verbiage of Sign
- Color Scheme of Sign (Colored Elevations or a Colored Rendering)
- Sign Permit

F. FENCING DESIGN – MUST include ALL of the Following Items:

- Site Plan Drawn to Scale Indicating Accurate Location of Fencing Relative to Property Lines
- Height of Fence
- Design of Fence – Materials, Style, and Construction Details
- Color of Fence

G. BUSINESS PLAN OF OPERATION:

- Business Plan of Operation Form Completed

Official Use Only:

Date Application Received:			
Plan Commission Meeting Date:			
Review Required by Fire Chief:	_____ YES	_____ NO	Date Sent _____ Date Received _____
Review Required by Village Engineer:	_____ YES	_____ NO	Date Sent _____ Date Received _____