

SECTION 9.00 SITE PLAN REVIEW AND ARCHITECTURAL CONTROL

9.01 PURPOSE AND INTENT

For the purpose of promoting compatible development, stability of property values, and to prevent impairment or depreciation of property values, no person shall commence any use or erect any structure, with the exception of single-family and two-family dwellings, without first obtaining the approval of the Town Plan Commission of detailed site and architectural plans as set forth in this Section.

The Zoning Administrator ~~Town Board~~ shall review the site plans, plans for existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, drainage, sewage and water systems, and utilization of landscaping and open space as deemed appropriate for all development in the A-1 and A-2 Agricultural districts, and the R-1, R-2, and R-4 Residential districts. The Zoning Administrator shall grant or deny the associated Building Permit or other referred permit applications.

The Town Plan Commission ~~Board~~ shall review the site plans, plans for existing and proposed structures, architectural plans, neighboring uses, parking areas, driveway locations, loading and unloading areas and facilities, highway access, traffic generation and circulation, drainage, sewage and water systems, and utilization of landscaping and open space and the proposed operation for development in all districts except the A-1 and A-2 Agricultural districts, and the R-1, R-2, and R-4 Residential districts. The Town Board upon recommendation of the Town Plan Commission shall grant or deny the associated Zoning Permit, Conditional Use Permit, or other referred permit applications.

9.02 PRINCIPLES

To implement and define criteria for the purposes set forth in Section 9.01, the following principles are established to apply to all new structures and uses and to changes or additions to existing structures and uses.

- A. No Building or Use regulated by this Section shall be permitted that would have a negative impact on the maintenance of safe and healthful conditions in the Town.
- B. Buildings and Uses regulated by this Section shall maintain existing topography, drainage patterns, and vegetative cover insofar as is practical. The Town Board may require that drainage easements be executed.
- C. Buildings and Uses regulated by this Section shall provide for adequate construction site erosion control measures. The Town Board shall require erosion control plans in accordance with Section 11.00 and may establish time schedules for landscaping and revegetation of construction sites. Erosion control plans shall be in conformance with the requirements of Section COMM 21.125 of the Wisconsin Administrative Code.
- D. Buildings and Uses regulated by this Section shall provide for safe traffic circulation and safe driveway locations.
- E. Buildings and Uses regulated by this Section shall provide adequate parking and loading areas.
- F. Buildings and Uses regulated by this Section shall be provided with adequate public services as approved by the appropriate utility.
- G. Use of Exterior Lighting shall be designed in such a manner that all light rays are directed downward onto the property. No rays shall be directed towards adjacent properties.

9.03 ADMINISTRATION

Plan data shall be submitted to the Town Clerk who shall transmit all applications and their accompanying plans to the Town Board and the Zoning Administrator for their review. Plan data to be submitted with all plan review applications shall include the following:

- A. Site plan drawn to a recognized engineering scale.
- B. Name of project.
- C. Owner's and/or developer's name and address.
- D. Architect and/or engineer's name and address.
- E. Date of plan submittal.
- F. Scale of drawing and north arrow.
- G. Existing and Proposed Topography shown at a contour interval not more than 2 feet. Topography shall extend 40 feet onto adjacent property, or to the building on the adjacent lot, whichever is greater.
- H. The Characteristics of Soils related to contemplated specific uses.
- I. Total Number of parking spaces.
- J. The Type, Size, and location of all structures with all dimensions shown.
- K. Height of all structures.
- L. Existing and proposed street names.
- M. Existing and proposed public rights-of-way and widths.
- N. Location of existing and proposed sanitary sewers, storm sewers, and water mains, if appropriate.
- O. Location of proposed storm water management facilities, including detention and retention areas.
- P. Location of existing trees.
- Q. Location, Extent, and type of proposed landscaping.
- R. Location of existing and proposed sidewalks and walkways.
- S. A Graphic Outline of any proposed development staging.
- T. Architectural Plans, elevations, and perspective drawings and sketches illustrating the design and character of proposed structures.

9.04 REVIEW AND FINDINGS

The Town Board shall review the referred plans within a reasonable period of time following their submittal and render a decision no later than 60 days following their receipt. The Board shall not approve any plans unless they find after viewing the application that the structures or use, as planned, will not violate the intent and purpose of this Ordinance and that said plans will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or traffic congestion, or otherwise endanger the public health or safety.

9.05 SURETIES

The Town Board may impose time schedules for the completion of buildings, parking areas, open space utilization, and landscaping. The Town Board may require appropriate sureties to guarantee that improvements will be completed on schedule. The Town Board may further require a fee equal to the cost of any legal, engineering, administrative, or fiscal work undertaken by the Town in their review of a development project.

9.06 APPEALS

Any person or persons aggrieved by any decisions of the Town Board related to plan review may appeal the decision to the Zoning Board of Appeals. Such appeal shall be filed with the Town Clerk within 30 days after the date of the decision by the Board.