

## **APPLICATION FOR REVIEW FORM CHECKLIST**

- Plan Submittals**
  - 7 sets of large scale drawings.
  - 1 set of reduced scale drawings (11" x 17")
  - 1 set of electronic files in the following formats ( .jpg or .tif)
- Plan of Operation**
  - Refer to Plan of Operation Checklist for requirements. \*\*
- Application Fee**
  - \$1,000.00 - includes building and site modifications for Architectural Control Board review.
- Impact Fees**
  - Sewer
  - Parks
  - Water
- Plat of Survey**
  - Refer to Plat of Survey Checklist for requirements. \*\*
- Site Plans**
  - Refer to Site Plan Checklist for requirements. \*\*
- Grading Plan**
  - Refer to Grading Plan Checklist for requirements. \*\*
- Storm Water Management Plan**
  - Refer to Stormwater Management Design Guidelines\*\*
- Erosion Control Plan**
  - Erosion control plan that conforms to the practices described in the "Wisconsin Construction Site Best Management Practice Handbook", available through the State of Wisconsin DNR.
- Building Plans**
  - Refer to Building Plan Checklist for requirements. \*\*
- Site Pictures**
  - Subject Parcel
  - Surrounding and Adjacent Parcels
- Landscaping Plan**
  - Refer to Sec. 122-734 of Municipal Code\* or Landscape Plan Checklist\*\*
- Lighting Plan**
  - Refer to Sec. 122-651 of the Municipal Code\* or Lighting Plan Checklist for requirements.\*\*
- Signage**
  - A separate application is required. Refer to Guidelines For Signage.\*\*

\*Available at [municode.com](http://municode.com)

\*\* Available through the Department of Community Development