

FORM 2: SITE PLAN, ARCHITECTURAL AND PLANNED UNIT DEVELOPMENT (PUD) REVIEWS

Date	Project Name		
Request:	<input type="checkbox"/> Minor Site Plan Review	<input type="checkbox"/> Architectural Review	<input type="checkbox"/> Planned Unit Development (PUD) Review
	<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Conceptual Review	<input type="checkbox"/> Other _____

SUBMITTAL REQUIREMENTS:

All materials listed below must be provided to the Village of Mukwonago in accordance with Village Municipal Code Chapter 100 Article IX. Section 100-601(f) and other pertinent sections of Village ordinances, and as necessary to permit review that is consistent with proper planning practice. The Village will strive to accommodate reasonable requests for informal preliminary staff review, however the Village shall not place any items on the agenda for Plan Commission consideration until such time as the application is complete in accordance with all requirements specified on this and other attached application forms.

Ten copies of the entire application for staff review, and twelve additional copies as requested for Plan Commission review are required. The complete application packet, including the required number of copies, must be submitted at least 25 days prior to the Plan Commission meeting at which the item will be heard. Plan Commission meets the Monday before the third Tuesday of every month, at 7:00 pm.

I understand the Village policy as stated above.

Date	Signature of Applicant(s)
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SUPPLEMENTAL INFORMATION:

Additional Required Information

PROPOSAL DESCRIPTION: Please attach a statement detailing the reasons and background for this request including: details of proposal, services provided, wares sold, plans and hours of operation, number of employees, frequency of customer visits, frequency of deliveries to site, description of any interior/exterior modifications or additions to be made to property, any outside storage (dumpsters, trucks, materials...), number of parking stalls, screening/buffer type, any other information available. **PLEASE EXPLAIN IN DETAIL.**

Office Use Only

Date Submitted	Date of Plan Commission	Signature of Staff Member
RECEIVED: <i>(Staff: Check each individual box as information is confirmed. If not applicable, mark N/A.)</i>		
<input type="checkbox"/> Standard Application and Additional Required Information sheet (Forms 1 and 2) <i>NOTE: Three official copies to be signed by Plan Commission or Economic Development Committee chair (100-601(f)(22))</i>		
<input type="checkbox"/> Descriptive materials <ul style="list-style-type: none"> <input type="checkbox"/> Description of the subject site by lot, block and recorded subdivision, or metes and bounds <input type="checkbox"/> Type of structure <input type="checkbox"/> Existing and proposed operation or use of the structure or site <input type="checkbox"/> Number of employees 		
<input type="checkbox"/> Site plan and other supplementary drawings, drawn to scale, to include all of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Existing and proposed structures <input type="checkbox"/> Existing and proposed easements, streets and other public ways <input type="checkbox"/> Existing and proposed street side and rear yards <input type="checkbox"/> Required setback lines <input type="checkbox"/> Sidewalks, off-street parking, loading areas and driveways (including types of materials) <input type="checkbox"/> Utility, refuse and storage areas (including types of materials) <input type="checkbox"/> Existing highway access restrictions (or a statement that none exist) <input type="checkbox"/> All existing and finished grade levels <input type="checkbox"/> Areas of fill and cut <input type="checkbox"/> Water impoundments, if any <input type="checkbox"/> Storm water drainage plans and facilities, including on/off-site storm water detention facilities <input type="checkbox"/> Location, elevation and use of any abutting lands and structures within 40 feet of subject site <input type="checkbox"/> Landscape plans <input type="checkbox"/> Building exterior façade designs and colored architectural renderings 		

Architect

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Professional Engineer

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Registered Surveyor

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			

Contractor

Name			
Company			
Address	City	State	Zip
Daytime Phone	Fax		
E-Mail			