

PART 6: REQUIRED PLANS

DIVISION 19.06.0100 SITE PLAN

SECTION 19.06.0101 GENERAL

A. To promote compatible development and stability of property values, and to prevent impairment or depreciation of property values, no person shall erect any structure or hard surfaced area without first obtaining the approval of the Plan Commission of detailed Site Plan(s) as set forth in this Section. The following types of projects are deemed exempt from the requirements of Site Plan review:

1. All single-family and two-family dwellings and their accessory structures, except in PUD Districts.
2. Accessory structures and hare-surfaced areas occupying less than one hundred fifty (150) square feet in area where, in the determination of the Zoning Administrator, such accessory structures and areas are consistent with all applicable provisions of this Ordinance and with any previously approved Site Plan cover the lot. (Ord. 010, Series 2002, Part 18)

B. Any of the following adjustments to one or more exterior signs for a developed or approved project shall be considered a Major Adjustment to a previously approved site plan under Section 19.06.0104(E)(2), thereby requiring site plan approval. If a proposed adjustment to one or more signs for a previously developed or approved project is not among the following types of adjustments, the adjustment shall not be considered a Major Adjustment.

1. Addition of the proposed sign would increase the total number of signs for the associated use, building or property above the total number specifically identified and approved by the Plan Commission in its previous site plan or related approval, if the total number of signs was specified in the previous approval.
2. The area of the proposed sign would be at least ten (10) percent greater than the area of the sign that was specifically identified and approved by the Plan Commission in its previous site plan or related approval for the associated use, building or sign, if the area of the sign was specified in the previous approval.
3. The height of the proposed ground sign would be at least ten (10) percent taller than the height of the sign that was specifically identified and approved by the Plan Commission in its previous site plan or related approval for the use, building or sign, if the height of the sign was specified in the previous approval.
4. The location of the proposed sign would be at least ten (10) feet from the location of the sign that was specifically identified and approved by the Plan Commission in its previous site plan or related approval for the associated use, building or sign, if the location of the sign was specified in the previous approval.

C. In its review of site plans, the Plan Commission shall review the site, natural resource features of the site, site intensity of use, building location, density of dwelling units, floor area, impervious surface area, existing and proposed structures, architectural plans, neighboring uses, potential impacts upon neighboring uses, use of landscaping and open space, off-street parking and loading areas, driveway locations, loading and unloading for commercial and industrial uses, highway access, traffic generation and circulation, drainage, sewerage and water systems, and the proposed operation. (Ord. 008, Series 2001, Part 20)

SECTION 19.06.0102 PRINCIPLES AND STANDARDS OF REVIEW

The Plan Commission will approve said Site Plan(s) only after determining that:

- A. **Conformity of Use to Zoning District.** The proposed use(s) conform(s) to the uses permitted as either a "Permitted Use" or "Conditional Use" (whichever is applicable) in the zoning district.

- B. **Dimensional Requirements.** The dimensional arrangement of buildings and structures conform to the required area, yard, setback, and height restrictions of the Ordinance.
- C. **Site Intensity and Site Capacity Calculations to be Reviewed.** The requirements of Division 19.03.0500 of this Ordinance shall be met. In this respect, the necessary worksheets for determining the maximum site intensity, or development capacity, of the site shall be submitted to the Plan Commission for review and approval.
- D. **Use and Design Provisions.** The proposed use conforms to all use and design provisions and requirements (if any) as found in this Ordinance for the specified uses.
- E. **Relation to Existing and Proposed Streets and Highways.** There is a proper relationship between the existing and proposed streets and highways within the vicinity of the project to assure the safety and convenience of pedestrian and vehicular traffic. For arterial streets and highways not under the jurisdiction of the Village of Grafton, that the applicable highway authority (County, State, or Federal) has been contacted and the needed permits have been obtained and submitted to the Village for review.
- F. **Impacts on Surrounding Uses.** The proposed on-site buildings, structures, and entry ways are situated and designed to minimize adverse effects upon owners and occupants of adjacent and surrounding properties by providing for adequate design of ingress/egress and interior/exterior traffic flow, stormwater drainage, erosion, grading, lighting, and parking, as specified by this Ordinance or any other codes or laws.
- G. **Natural Resource Features Protection.** Natural features of the landscape are retained to enhance the development on the site, or where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes, or where they assist in preserving the general safety, health, welfare, and appearance of the neighborhood. The requirements set forth in Divisions 19.04.0100, 19.06.0200, and 19.09.0100 are to be met. Where required, a "Natural Resource Protection Plan" meeting the requirements set forth in Division 19.06.0200 has also been submitted for Plan Commission review and approval.
- H. **Required Landscaping and Landscape Bufferyards.** Adverse effects of the proposed development and activities upon adjoining residents or owners are minimized by design and installation of landscape bufferyards to provide for appropriate screening, fencing, or landscaping as required in Division 19.05.0300 of this Ordinance. Where required, a "Landscape Plan" meeting the requirements set forth in Division 19.06.0300 has also been submitted for Plan Commission review and approval.
- I. **Provision of Emergency Vehicle Accessibility.** Land, buildings, and structures are readily accessible to emergency vehicles and the handicapped.
- J. **Building Location.** No building shall be permitted to be sited in a way that would unnecessarily destroy or substantially damage the beauty of the area, particularly insofar as it would adversely affect values incident to ownership of land in the area; or which would unnecessarily affect the beauty and general enjoyment of existing structures on adjoining properties.
- K. **Location and Design of Loading Facilities.** No loading facility shall be permitted to be designed or sited in a way that would unnecessarily destroy or substantially damage the beauty of the area, particularly insofar as it would adversely affect values incident to ownership of land in the area; or which would unnecessarily affect the beauty and general enjoyment of the existing structures on adjoining properties.
- L. **Consistency with the Intent of the Village of Grafton Zoning Ordinance.** The Site Plan is consistent with the intent and purposes of the Village of Grafton Zoning Ordinance that are to promote the public health, safety, and general welfare; to encourage the use of lands according to their character and adaptability; to avoid the overcrowding of population; to lessen congestion on the public roads and streets; to reduce hazards to life and property; to facilitate the implementation of the Village of Grafton Comprehensive Plan or component thereof; and those other purposes and intents of this Ordinance set forth in Division 19.01.0100 of this Ordinance.

- M. **Consistency with the Intent of the Village of Grafton Comprehensive Plan.** The Site Plan is consistent with the public goals, objectives, principles, standards, policies, and design criteria set forth in the Village-adopted Comprehensive Plan or component thereof.
- N. **Plan Commission Reserves the Right to Determine a Site "Unsuitable for Planned Use."** Pursuant to the requirements of Section 19.02.0103(B)(3) of this Ordinance, the Plan Commission reserves the right to declare land or structures unsuitable for planned use during the site plan review process.

SECTION 19.06.0103 APPLICATIONS FOR SITE PLAN REVIEW

The Site Plan(s) and related plans and data shall be submitted to the Village Clerk (or other Village Board authorized agent) who shall transmit all Site Plan Review Applications and their accompanying Site Plan(s) and related plans and data to the Plan Commission for their review and approval. Twenty (20) full size copies of said Site Plan shall be submitted with twenty (20) copies of the Site Plan Review Application. In addition to the full-size drawings required above, one (1) copy of each such drawing submitted shall also be submitted as an 11" x 17" black and white reduction. Site Plan(s) submitted with Site Plan Review Applications shall include the following:

- A. **Scale and Name of Project.** Site Plan drawn to a recognized engineering scale with the name of project noted.
- B. **Owner's and/or Developer's Name and Address.** Owner's and/or developer's name and address noted on the Site Plan.
- C. **Architect and/or Engineer's Name and Address.** Architect and/or engineer's name and address noted on the Site Plan.
- D. **Date.** Date of Site Plan submittal with all dates of revision noted on the Site Plan.
- E. **Scale and Site Size.** The scale of drawing and the size of the site (in square feet or acres) noted on the Site Plan.
- F. **Existing and Proposed Topography.** Existing and proposed topography shown at a contour interval of not more than two (2) feet at National Geodetic Vertical Datum of 1929 (mean sea level) noted on the Site Plan. A site grading plan may also be required by the Village Engineer, Zoning Administrator, and/or Plan Commission.
- G. **Soils Data.** The characteristics and types of soils related to contemplated specific uses noted on the Site Plan if required by the Plan Commission. Soil borings may be required by the Village Engineer, Zoning Administrator, and/or Plan Commission meeting those requirements set forth under Section 19.02.0103(B)(3)(b) of this Ordinance.
- H. **Off-Street Parking Spaces, Loading, Ingress and Egress, and Driveway Locations of Adjoining Properties.** The total number of off-street parking spaces, loading areas, drives, curb cuts, and vehicular ingress and egress locations to the site noted on the Site Plan. If the proposed development abuts an existing or planned collector or arterial street or highway, as identified on the Village of Grafton Comprehensive Plan or component thereof, all driveway locations of all adjoining properties within two hundred (200) feet of the site shall be graphically indicated and dimensioned (with distances and widths noted) on the Site Plan. (Also see Section 19.050101(A)(5) of this Ordinance.)
- I. **Type, Size, and Location of All Structures and Signs.** The type, size, and location of all structures and signs with all building and sign dimensions noted on the Site Plan.
- J. **Building Height.** Height of all building(s), including both principal and accessory, expressed in both feet and stories noted on the Site Plan.

- K. **Existing and Proposed Street Names.** Existing and proposed street names (if applicable) noted on the Site Plan as assigned by the Village Street Naming Committee.
- L. **Existing and Proposed Public Street Rights-of-Way or Reservations.** Existing and proposed public street rights-of-way or reservations and widths with existing or proposed centerline elevations, pavement type, fire lanes, walks, curbs, gutters, culverts, etc. noted on the Site Plan.
- M. **Building and Yard Setbacks.** All building and yard setback lines shall be graphically noted on the Site Plan.
- N. **North Arrow.** A north arrow noted on the Site Plan.
- O. **Proposed Sanitary Sewers, Storm Sewers, and Water Mains.** Existing and general location of proposed sanitary sewers, storm sewers (including direction of flow), water mains, and fire hydrants noted on the Site Plan. All locations for the proposed connections to such utilities shall be noted on the Site Plan.
- P. **Proposed Stormwater Management Facilities.** Location of any proposed stormwater management facilities, including detention/retention area(s) shall be indicated and stormwater calculations that justify the stormwater detention/retention area(s) shall be submitted. Said submission shall meet the requirements of the Village's stormwater management ordinance (Chapter 23.01 of the Village of Grafton Municipal Code).
- Q. **"Natural Resource Protection Plan" Required.** Location of natural resource features present on the site, as defined in Divisions 19.04.0100 and 19.09.0100 of this Ordinance. A "Natural Resource Protection Plan" meeting the requirements of Division 19.06.0200 of this Ordinance shall be submitted with the Site Plan Review Application for Plan Commission review and approval. The "Natural Resource Protection Plan" should include any areas of the site where natural resources are to be mitigated and how and where the mitigation is to take place with natural resource protection easements indicated. Copies of any letters of review or permits granted by applicable Federal or State regulatory agencies having jurisdiction over said natural resources shall also be submitted.
- R. **"Landscape Plan" Required.** Where landscaping as required in Division 19.06.0300 of this Ordinance is to be installed on the site, a "Landscape Plan" meeting the requirements set forth in Division 19.06.0300 of this Ordinance shall be submitted with the Site Plan Review Application for Plan Commission review and approval.
- S. **Density.** Provide tabulation of dwelling unit types, land area, and information on the density of residential uses and the number of dwelling units by type noted on the Site Plan.
- T. **Nonresidential Uses.** Provide information on the type and amount of ancillary and nonresidential uses in the development noted on the Site Plan.
- U. **General Location and Purpose of Each Building.** The general location and purpose of each building proposed for the property shall be graphically noted on the Site Plan.
- V. **Site Intensity and Capacity Calculations to be Submitted.** The "Site Intensity and Capacity Calculation" worksheets required under Division 19.03.0500 for determining the maximum site intensity, or development capacity, of the site. For residential uses, the maximum number of dwelling units permitted on the site shall be determined based upon the zoning district's maximum density (gross and net), the natural resources present on the site and the level of their preservation, minimum open space ratio, and the residential development option selected. For nonresidential uses, the maximum floor area permitted on the site shall be determined based upon the zoning district's allowable maximum floor area ratio (gross and net), the natural resources present on the site and their level of preservation, the minimum landscape surface ratio, and building height in feet and stories.

- W. **Pedestrian Sidewalks and Walkways.** The location of pedestrian sidewalks and walkways noted on the Site Plan.
- X. **Development Staging/Phasing.** A graphic outline of any development staging or phasing which is planned noted on the Site Plan.
- Y. **Architectural Plans, Elevations, and Perspective Drawings and Sketches.** Architectural plans, elevations, and perspective drawings and sketches illustrating the design, character, materials, and dimensions of proposed structures. Before the Plan Commission action, architectural plans shall be first reviewed and receive a recommendation from the Architectural Review Board under the provision of Division 19.06.0400. (Ord. 041, Series 2000, Part 1).
- Z. **"Lighting Plan" Required.** A "Lighting Plan" which meets the lighting regulations set forth in Division 19.05.0400 of this Ordinance. Said Lighting Plan shall indicate the location, type, and illumination level (in footcandles) of all outdoor lighting proposed to illuminate the site.
- AA. **Easements.** The location of all existing and proposed easements on the site including natural resource protection and mitigation area easements, landscape easements, access easements, utility easements, and all other easements noted on the Site Plan.
- BB. **Highway Access.** Copies of any letters of review or permits granted by applicable federal, State, or County regulatory agencies having jurisdiction over highway access, if applicable.
- CC. **Project Summary.** A written project summary including operational information, building schedule, and estimate of project value and including all site improvement costs.
- DD. **Additional Data May be Required by the Village.** Additional data as may be required by the Plan Commission, Zoning Administrator, Village Planner, or Village Engineer to review the Site Plan. Such other data may include the preparation and submittal of detailed traffic impact analyses studies performed by a transportation engineer or fiscal impact analyses studies.
- EE. **PUD Planned Unit Development Site Plan Requirements.** PUD District Site Plans shall meet those Site Plan requirements set forth in Paragraphs A. through DD. of this Section. In addition to those other Site Plan requirements specified elsewhere in this Section, PUD Districts shall show all buildings and their use, open space, common open space, recreation facilities, service areas, and other facilities to indicate the character of the proposed development. The submission for proposed developments in PUD Districts shall also include information and drawings depicting the following:
1. **Utilities on and Adjacent to the Property.** The location, size, and invert elevation of sanitary, and storm sewers; location and size of water mains; location of gas lines, fire hydrants, electric and telephone lines, cable television lines, and street lights; direction and distance to and size of nearest water mains and sewers adjacent to the property showing invert elevations of sewers.
 2. **Zoning on and Adjacent to the Property.** The zoning on the property and the zoning of those properties adjacent to the property.
 3. **Proposed Public Improvements.** The location, alignment, and width of any proposed public improvements including highways or other major improvements planned by public authorities for future construction on or near the tract.
 4. **Open Space.** All parcels of land intended for use as open space shall be indicated.
 5. **A Written Description of the Character of the Proposed Planned Unit Development to be Submitted with Site Plan.** A written description of the character of the PUD District development and the manner in which it has been planned to take advantage of the PUD District regulations and achieve design excellence. The written description shall also list the open space

ratio (OSR), gross density (GD), net density (ND), lot sizes, landscape surface ratio (LSR), gross and net floor area ratios (GFAR and NFAR), building heights, dwelling unit sizes, and dwelling units per building in the proposed PUD District development, and shall indicate how these relate to standards within the nearest comparable residential, business, or industrial zoning district. Any variations from such standards shall be specifically requested by the petitioner and approved by the Plan Commission.

6. **Schedule.** A development schedule shall be submitted indicating the following:
 - a. **Project Phasing Plan Required.** A project phasing, or staging, plan is required indicating when various areas, open space, densities, uses, and public facilities are planned to be developed with each phase or stage. The overall design of each stage shall be shown on the plan and through supporting graphic material.
 - b. **Project Phase Dates and Timing of Development.** The approximate dates for the beginning and completion of each development phase, or stage, shall be indicated.
 - c. **Land Use Schedule Required.** If different land use types are to be included in the PUD District development, the schedule must include the mix or uses to be built in each stage.
7. **Covenants and Deed Restrictions Required.** Written documentation of the proposed agreements, provisions, declarations, deed restrictions, or covenants that will govern the use, maintenance, and continued protection of the PUD District development and any of its common open space.
8. **Preliminary Facility Plans Required.** Preliminary plans for the following facilities are required to be submitted as part of the Site Plan submission:
 - a. Roads, including classification, width of rights-of-way, width of pavement, and typical construction details.
 - b. Sanitary sewers (if applicable).
 - c. Storm drainage.
 - d. Water supply system.
 - e. Lighting plan.
9. **Special Studies May be Required.** Fiscal, traffic, or environmental impact studies may be required when deemed appropriate by the Plan Commission or the Village Board.
10. **Engineering Requirements and Specifications.** Engineering requirements and specifications are to be in conformance with the standards set forth in Title 18 titled "Subdivisions" of the *Village of Grafton Municipal Code* and other accepted engineering standards as determined by the Village Engineer.
11. **Village Subdivision Ordinance "Preliminary Plat" or Certified Survey Map Requirements to be Met.** Where the PUD District development involves the division of land, the Site Plan for PUD District development shall meet all of the requirements of a "Preliminary Plat" for subdivision or certified survey map requirements (as applicable) as set forth in Title 18 titled "Subdivisions" of the *Village of Grafton Municipal Code* as amended.

SECTION 19.06.0104 SITE PLAN REVIEW AND FINDINGS

- A. **Site Plan Review and Approval.** Except as may otherwise be required for the review of Site Plans submitted as part of a PUD District related application, the Plan Commission shall review the referred plans within sixty (60) days following the date of their submittal or following the date of Architectural Review Board action on required Architectural Plans, whichever comes later. The Plan Commission shall render a decision. The Plan Commission shall not approve any Site Plan(s) or other required plans unless it finds after reviewing the Site Plan Review Application and data that the structure or use, as planned, will not violate the intents and purposes of this Ordinance. The Plan Commission will approve said plans only after determining the proposed building or buildings 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 and provided such proposed development meets the various intent and purpose statements set forth in Division 19.01.0100 and elsewhere in this Ordinance. The Plan Commission shall approve any such Site Plan involving the construction of a structure(s) only after review and recommendation of the Architectural review Board. The development of the site shall be in substantial conformity with such approved and filed site plan. (Ord. 041, Series 2000, Part 2).
- B. **Standards for Site Plan Disapproval.** The Plan Commission shall not disapprove, or the Plan Commission shall not recommend disapproval of, a site plan submitted pursuant to this Ordinance except based on specific findings directed to one (1) or more of the following:
1. **Application Improper.** The application is incomplete in specified particulars or contains or reveals violations of this Ordinance or other applicable regulations that the applicant has failed or refused to supply or correct.
 2. **Failure of Condition Precedent.** The application is submitted in connection with another application, the approval of which is a condition precedent to the necessity for site plan review, and the applicant has filed to secure approval of that application.
 3. **Failure to Meet Principles and Standards of Review.** The site plan fails to adequately meet specified principles and standards required by this Ordinance with respect to the proposed use or development, including Conditional Use Permit standards where applicable.
 4. **Interference with Easements or Public Rights-of-Way.** The proposed site plan interferes with easements or public rights-of-way.
 5. **Interference with Features.** The proposed site plan unreasonably destroys, damages, detrimentally modifies, or interferes with the enjoyment of significant natural resource, topographical, or other physical features of the site.
 6. **Adverse Traffic Impacts.** The proposed site plan creates undue traffic congestion or hazards in the public streets, or the circulation elements of the proposed site plan unreasonably create hazards to safety on or off site or disjointed, inefficient pedestrian or vehicular circulation paths on or off site.
 7. **Inadequate Bufferyards or Screening.** The bufferyards or screening of the site does not provide adequate shielding from or for nearby uses.
 8. **Lacking Amenity.** The proposed structures or landscaping is unreasonably lacking amenities in relation to, or is incompatible with, nearby structures and uses.
 9. **Lack of Adequate Open Space or Landscape Surface Ratio.** For site plans submitted in connection with an application for a Conditional Use Permit and/or PUD District, the proposed site plan makes inadequate provision for the creation or preservation of open space or for its continued maintenance.

10. **Stormwater Drainage or Erosion Problems.** The proposed site plan creates unreasonable stormwater drainage or erosion problems or fails to fully and satisfactorily integrate the site into the overall existing and planned stormwater drainage system serving the Village.
 11. **Burdens on Utilities.** The proposed site plan places unwarranted or unreasonable burdens on specified utility systems serving the site or area or fails to fully and satisfactorily integrate the site's utilities into the overall existing and planned utility systems serving the Village.
 12. **Other Adverse Effects.** The proposed site plan otherwise adversely affects the public health, safety, or general welfare.
- C. **Effect of Site Plan Approval.** Approval of a site plan shall not authorize the establishment or extension of any use nor the development, construction, reconstruction, alteration, or moving of any building or structure, but shall merely authorize the preparation, filing, and processing of applications for any permits or approvals that may be required by the codes and ordinances of the Village including, but not limited to, a Zoning Permit, Conditional Use Permit, Building Permit, or Occupancy Permit.
- D. **Limitations on Site Plan Approval.** Except in the case of approved PUD Planned Unit Developments and subject to an extension of time that may be granted by the Plan Commission in six (6) month increments (but for no longer than one (1) additional year), no site plan approval shall be valid for a period longer than one (1) year unless a Building Permit is issued and construction is actually begun within that period and is thereafter diligently pursued to completion or unless a Zoning Permit, Conditional Use Permit, or Occupancy Permit is issued and a use commences within that period.
- E. **Adjustments to Site Plan During Development.** Adjustments to the site plan during development shall be considered as either minor adjustments or major adjustments based upon the following:
1. **Minor Adjustments.** During the development of the site, the Zoning Administrator may authorize minor adjustments to a site plan approved by the Plan Commission when such adjustments appear necessary in light of technical or engineering considerations first discovered during actual development. Such minor adjustments shall be limited to The following:
 - a. **Altering Locations of Structures.** Altering the location of any one (1) structure or group of structures by not more than ten (10) feet or one-fourth of the distance shown on the approved site plan between such structure or structures and any other structure or any vehicular circulation element or any boundary of the site plan, whichever is less.
 - b. **Circulation.** Altering the location of any circulation element by not more than ten (10) feet or one-fourth of the distance shown on the approved site plan between such circulation elements and any structure, whichever is less.
 - c. **Open Space.** Altering the location of any open space by more than twenty (20) feet with no overall reduction in the open space or landscape surface area provided.
 - d. **Landscaping.** Altering the location or type (but not size or number) of landscaping elements if also approved by the Village Planner.

Such minor adjustments shall be consistent with the intent and purpose of this Ordinance and the site plan as approved, shall be the minimum necessary to overcome the particular difficulty, and shall not be approved if they would result in a violation of any standard or requirement of this Ordinance.

2. **Major Adjustments.** Any adjustment to a site plan approved by the Plan Commission that is not specifically authorized by the preceding Paragraph 1 shall be considered a major adjustment and shall be granted only upon application to and approval, or recommendation to the Village Board (as applicable), by the Plan Commission.

- F. **Amendments to the Site Plan Following Completion of Development.** After a site is developed according to an approved site plan, the approved site plan may be amended, varied, or altered in the same manner and subject to the same limitations set forth in this Ordinance as amended, and as provided for original approval of site plans. This provision shall apply to all site plans regardless of the date of original approval. After considering the advice of the Village Planner, for such amendments the Village Clerk may waive one or more submittal requirements listed under Section 19.06.0103. (Ord. 008, Series 2001, Part 21).
- G. **Conditions May Be Placed on Site Plan Approval.** The Plan Commission or Village Board (as applicable) may impose such conditions and limitations concerning the principles and standards of site plan review set forth in this Division, as well as to other matters relating to the purposes and objectives of this Ordinance upon the premises benefited by a site plan approval as may be necessary or appropriate to prevent or minimize adverse effects upon other property and improvements in the vicinity of the subject property or upon public facilities and service; provided, however, that such conditions shall not be used as a device to grant a site plan approval for a use intended to be temporary in nature. Violations of any such condition or limitation shall be a violation of this Ordinance and shall constitute grounds for revocation of the site plan approval. Such conditions and limitations imposed by the Plan Commission or Village Board (as applicable) shall be clearly and permanently set forth in the applicable minutes of the Plan Commission or Village Board meeting at which such approval was granted. The Plan Commission or Village Board (as applicable) may require that such conditions also be permanently marked on the approved site plan.

SECTION 19.06.0105 FINANCIAL SURETIES REQUIRED

The Plan Commission may impose time schedules for the completion of buildings, improved off-street parking and loading areas, open space use, utilities, landscaping, natural resource features mitigation, and any other site improvements. The Plan Commission may require appropriate financial sureties in the form of a letter of credit from a financial institution as deemed necessary to guarantee that improvements including improved off-street parking and loading areas, open space areas, utilities, landscaping, natural resource features mitigation, and any other site improvements will be completed on schedule. (Also see Section 19.05.0304(F)(2)). (Ord. 010, Series 2002, Part 19)

SECTION 19.06.0106 SITE PLAN APPEAL

Any person or persons aggrieved by any decisions of the Plan Commission related to Site Plan review may appeal the decision to the Zoning Board of Appeals. Such appeal shall be filed with the Zoning Administrator within thirty (30) days after filing of the Plan Commission's decision with the Zoning Administrator.

DIVISION 19.06.0200 NATURAL RESOURCE PROTECTION PLAN

SECTION 19.06.0201 NATURAL RESOURCE PROTECTION PLAN REQUIREMENTS

If natural resource features defined and described in Divisions 19.04.0100 and 19.09.0100 of this Ordinance are present on the property for which a Site Plan review is requested, twenty (20) full size copies of a "Natural Resource Protection Plan" drawn to the same scale as the Site Plan submission shall be submitted. In addition to the full-size drawings required above, one (1) copy of each such drawing submitted shall also be submitted as an 11" x 17" black and white reduction. The "Natural Resource Protection Plan" shall show the following:

- A. **Proposed Name.** The proposed name of the development.
- B. **Location.** The location of the proposed development.
- C. **Names, Addresses, and Telephone Numbers of the Owners, Subdividers, Lessee and/or Developer.** The names, addresses, and telephone numbers of the owners, subdividers, lessee and/or developer(s) of the property and of the designer of the plan.
- D. **Date.** Date of the "Natural Resource Plan" submittal and all applicable revision dates.
- E. **Site Boundary.** The boundary line of the site with dimensions and bearings, indicated by a solid line, and the total land area encompassed by the site.
- F. **Lot Lines, Right-of-Way Lines, and Easements.** The location of all proposed lot lines, right-of-way lines, and easements.
- G. **Existing Streets.** The location, ownership, widths, and names (if available) of all existing and previously platted streets, rights-of-way, parks, and other public or open spaces located within or adjacent to the subject property.
- H. **Easements and Neighboring Property Boundaries.** The location and dimensions of all permanent easements and the subject property boundary lines adjacent to the site.
- I. **Location and Extent of Existing Natural Resource Features.** The location and extent of any existing natural resource features defined and described in Divisions and 19.04.0100 and 19.09.0100 and of this Ordinance. Each individual resource area on the site shall be graphically shown on the "Natural Resource Protection Plan."
- J. **Disturbed and Preserved Natural Resource Features.** Graphic and numerical illustration shown on the "Natural Resource Protection Plan" of those existing natural resource features that will be disturbed and those that will be preserved and showing on the illustration the area (in square feet or acres) of each existing resource and those areas of resources that are to be preserved. Numerical data may be shown in tabular form with labeled reference to specific areas designated on the "Natural Resource Protection Plan." Any areas of the site where natural resources are to be mitigated and how and where the mitigation is to take place with natural resource protection easements shall be indicated.
- K. **Method of Natural Resource Preservation.** Graphic illustration and notes relating to how those natural resource features, which are to be preserved, will actually be preserved (conservation easements, deed restrictions, protective covenants, etc.).
- L. **Scale, North Arrow, Contours.** A drawing legend containing the scale appropriate to the size of the Site Plan, the date of preparation, north arrow, and designation of existing and proposed contours at a maximum two (2) foot contour interval.
- M. **Maximum Sheet Size of "Natural Resource Protection Plan"** The "Natural Resource Protection Plan" shall not exceed a maximum sheet size as required for the Site Plan.

- N. **"Site Intensity and Capacity Calculations" Required.** All applicable "Site Intensity and Capacity Calculations" as required under Division 19.03.0500 of this Ordinance.

DIVISION 19.06.0300 LANDSCAPE PLAN

SECTION 19.06.0301 GENERAL

A "Landscape Plan" shall be prepared and related plans and data shall be submitted to the Village Clerk (or other Village Board authorized agent) who shall transmit all Landscape Plan Review Applications and their accompanying Landscape Plan(s) and related plans and data to the Plan Commission for their review and approval. Twenty (20) full size copies of said Landscape Plan shall be submitted with twenty (20) copies of the Landscape Plan Review Application. In addition to the full-size drawings required above, one (1) copy of each such drawing submitted shall also be submitted as an 11" x 17" black and white reduction. Landscape Plan(s) submitted with Landscape Plan Review Applications shall include and show the following:

- A. **Proposed Name.** The proposed name of the development.
- B. **Location.** The location of the proposed development.
- C. **Names, Addresses, and Telephone Numbers of the Owners, Subdividers, Lessee and/or Developer.** The names, addresses, and telephone numbers of the owners, subdividers, lessee and/or developer(s) of the property and of the designer of the plan.
- D. **Date.** Date of the "Landscape Plan" submittal and all applicable revision dates.
- E. **Site Boundary.** The boundary line of the site with dimensions and bearings, indicated by a solid line, and the total land area encompassed by the site.
- F. **Landscape Bufferyard Easements and Natural Resource Mitigation Areas.** All proposed "Landscape Bufferyard Easements" and/or areas of natural resource mitigation clearly delineated and dimensioned and graphically shown in relation to all proposed lot lines and lots upon which said "Landscape Bufferyard Easements" or mitigation areas are located.
- G. **Location, Extent, Type, and Size of Existing Trees and Natural Resource Features.** Location, extent, type (common name and scientific name for plant materials), and size of all existing trees and natural resource features in all areas of the proposed development designated as a "Landscape Bufferyard Easement" and/or mitigation area. If any existing vegetation or other natural resource features are to be demolished or mitigated, the extent of such demolition or area to be mitigated shall be properly delineated and so noted on the "Landscape Plan."
- H. **Location, Extent, Type, and Size of Landscape Materials and Plantings.** Location, extent, type (common name and scientific name for plant materials), and size of proposed landscaping and landscape plantings in all areas of the proposed development designated as a "Landscape Bufferyard Easement" or for areas that are to serve as landscaped entrances or other special landscaped features of the development.
- I. **Landscape Plant Material Specifications.** All new landscape plant material shall be grown in a nursery located in Plant Hardiness Zone 4 (as defined by the U.S. Department of Agriculture) and shall conform to the applicable requirements as specified in the current edition of *American Standard for Nursery Stock* as approved by the American National Standards Institute, Inc. and sponsored by the American Association of Nurserymen, Inc. Botanical plant names shall be according to the current edition of *Standardized Plant Names* prepared by the American Joint Committee on Horticultural Nomenclature.

- J. **Natural Resource Features Mitigation Plan Required.**
If any natural resource feature is to be mitigated, either on-site or off-site, the plan for such mitigation in adequate detail, as required by the Plan Commission, shall be submitted with the "Landscape Plan."
- K. **Maintenance.** Areas of a development designated as landscape easement areas shall be maintained by the property owner and kept free of all debris, rubbish, weeds, and tall grass.
- L. **Limitations on Landscape Plan Approval.** Except in the case of approved PUD Planned Unit Developments and subject to an extension of time that may be granted by the Plan Commission in six (6) month increments (but for no longer than one (1) additional year), no landscape plan approval shall be valid for a period longer than one (1) year unless a Building Permit is issued and construction is actually begun within that period and is thereafter diligently pursued to completion or unless a Zoning Permit, Conditional Use Permit, or Occupancy Permit is issued and a use commences within that period.

DIVISION 19.06.0400 ARCHITECTURAL PLANS

SECTION 19.06.0401 GENERAL

For promoting compatible development, stability of property values, and to prevent impairment or depreciation of property values, no person shall erect any structure without first obtaining the approval or recommendation of the Architectural Plans by the Architectural Review Board as set forth in this Division. Architectural plans are also subject to the review and final approval of the Plan Commission if the proposed building(s) are also subject to Site Plan Review. (Ord. 041, Series 2000, Part 3).

SECTION 19.06.0402 PRINCIPLES AND STANDARDS OF REVIEW

In their consideration of applications for architectural review, the Building Inspector, Plan Commission, and Architectural Review Board shall consider and evaluate the propriety of granting the approval in terms of the effect of the application on the general purposes for which architectural approval is required. The following principles and standards for architectural review are used by the Building Inspector, Plan Commission, and Architectural Review Board (as applicable) in the review, approval or denial of the Architectural Review Application. These are also intended to be a design aid for builders and owners to use in the preparation of architectural plans. A Building Permit shall not be issued for any single-family residence, two-family residential structure, multiple-family residential structure, or nonresidential building which does not meet the requirements of this Section. In addition, no building or remodeling of a building which is located in the area subject to the Grafton Downtown Master Plan as adopted by the Village of Grafton Plan Commission on February 23, 1999, shall be permitted unless said building or proposed remodeling complies with the downtown master plan design guidelines included in that master plan. To implement this Ordinance, the following architectural review principles and guidelines are established:

- A. **Residential Development (Single-Family Structures, Two-Family Structures, and Individual Lot Plans for Such Structures).**
 - 1. **General.** No two (2) single-family dwellings or two-family dwellings of similar front elevation or facade shall be repeated on any abutting lots or within five (5) lots on either side of the street on which the dwellings front, including lots which are directly across the street from one another. Front elevations or facades shall be deemed to be similar when there is no substantial difference in roof lines; and no substantial change in windows of either size, location or type; and either no change in the color of materials used (rather than a change in shade), or no substantial change in the kind of materials except where such buildings are part of a unified development and similar building designs are approved by a unanimous vote of the Architectural Review Board.
 - 2. **Roof Lines.**
 - a. The following differences in the roof lines of single-family dwellings or two-family dwellings as seen from the front of the dwelling shall be deemed sufficient to render buildings containing such changes and built on adjacent lots to be dissimilar:

- (1) Changing gable roofs to hip roofs.
- (2) Providing an intersecting gable roof on the main gable roof, if the height of the intersecting roof is at least fifty (50) percent of the height of the main roof.
- (3) Providing an intersecting hip roof on the main hip roof, if the height of the intersecting hip roof is at least fifty (50) percent of the height of the main roof.
- (4) Subject to review by the Building Inspector, a shed roof when used as a front porch roof for a minimum of fifty (50) percent of the entire width of the house, excluding area of the garage.
- (5) Subject to review by the Building Inspector, a substantial difference in roof line shall be deemed to exist if the front soffit is increased significantly and is combined with columns at least six (6) inches in width or other architectural features of a similar magnitude which reach the roof line of the highest story.
- (6) Rotating gable roofs ninety (90) degrees on the building.
- (7) On a tri-level residence or other building type that has three (3) independent major roof areas, the changing of two (2) out of three (3) roof lines shall be acceptable as a substantial change. Acknowledging certain design elements may prevent the changing of all three (3) roof lines, it is desired that the roofs with the greatest impact in the streetscape be changed.

b. The following changes shall not be deemed sufficient to make adjacent structures dissimilar:

- (1) A gable roof atop a hip roof.
- (2) A hip roof atop a gable roof.
- (3) Small gable or hip projections above windows.
- (4) Window dormers.
- (5) Change in soffit overhang or minor variation in eave height.
- (6) Skylight and cupola.

3. **Windows.**

a. The following differences in the size, location or type of windows shall be deemed sufficient to render buildings containing such changes and built on adjacent lots to be dissimilar:

- (1) Changing from single windows to a multiple window arrangement (ganged units).
- (2) Changing from multiple window arrangement to single windows.
- (3) Changing the type of windows (e.g., a casement to double hung).
- (4) Providing a bay or bow window in the area of the predominant window.

b. The following change shall not be deemed sufficient to constitute a substantial change in windows:

(1) The addition or subtraction of muntin bars (dividing lights).

c. Where, because of its size, location or design, one window is the predominant window on the front elevation or face, if the size, location or type of that window is changed to render the dwelling dissimilar, then no other window need be changed.

4. **Construction Material or Color.**

a. The following differences in construction material between adjacent single-family dwellings or two-family dwellings as seen from the front of the dwellings shall be deemed sufficient to render buildings containing such changes and built on adjacent lots to be dissimilar.

(1) Four (4) inch exposure horizontal siding.

(2) Eight (8) inch exposure horizontal siding.

(3) Brick facing.

(4) Stone facing.

(5) Stucco/stucco to board and trim.

(6) When materials are changed, the change must occur throughout the front facade or elevation for a minimum of one (1) story in height.

b. Color change shall be made by significant changes in adjacent colors. The change must be one of color rather than merely of the shade.

B. **Nonresidential Development and Multiple-Family Structures.**

1. **Building Scale and Mass.** The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, balconies, etc. shall be visually compatible with the buildings, public ways, and places to which they are visually related. The relative proportion of a building to its neighboring existing buildings, to pedestrians or observers, or to other existing buildings shall be maintained or enhanced when new buildings are built or when existing buildings are remodeled or altered.

2. **Building Facade and Appurtenance Continuity.** Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive walls of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

3. **Building Height, Rooflines, and Roof Shapes.** The height of the proposed buildings and structures shall be visually compatible with adjacent buildings and do not exceed the zoning district height requirements for both principal and accessory structures. The visual continuity of roofs and their contributing elements (parapet walls, coping, cornices, etc.) shall be maintained in building development or redevelopment.

4. **Building Design Proportions.** The following shall be used as guidelines for evaluating building design proportions:

a. **Proportion of Front Facade.** The relationship of the width to the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

- b. **Proportion of Openings.** The relationship of the width to height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.
 - c. **Rhythm of Solids to Voids in Front Facades.** The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.
 - d. **Rhythm of Spacing and Buildings on Streets.** The relationship of building or structure to the open space between it and adjoining buildings or structures shall be visually compatible with the buildings, public ways, and places to which it is visually related.
 - e. **Rhythm of Entrance, Porch, and Other Projections.** The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.
5. **Directional Expression and Emphasis of Building Elevations.** A building shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or nondirectional character.
 6. **Materials.** Material selection for architectural design shall be based upon the prevailing material already used on existing buildings in the area. No building shall be permitted where any exposed facade is constructed or faced with a finished material that is aesthetically incompatible with other building facades in the area or which presents an unattractive appearance to the public and surrounding properties.
 7. **Colors.** Since the selection of building colors has a significant aesthetic and visual impact upon the public and neighboring properties, color shall be selected in general harmony with the existing area or neighborhood buildings.
 8. **Design Repetition.** A building design may not be repeated within four lots of an existing building. This shall apply to all buildings, whether or not they are constructed by the same builder except where such buildings are part of a unified development and similar building designs are approved by a unanimous vote of the Architectural Review Board.
 9. **Story Distinctions.** The first story of the building should be distinguished from the second story by means of a horizontal lintel, second floor overhang or setback, or similar detail.
 10. **Elevations of Buildings Facing the Public Streets on a Corner Lot.** Buildings on corner lots shall continue the major front elevation design elements around the corner elevation.
 11. **Building Elevations Clad with a Singular Exterior Surface Material.** Building elevations clad with a singular exterior surface material shall provide some additional architectural design element(s) to break up the plane of the wall. This may be done by the addition of window(s), gable end wall treatments, siding design and accent panels, or other architectural design treatments consistent with the principal building design.
 12. **Foundations Below Overhanging Bays.** Buildings shall be designed with foundations below all bays that overhang the building foundation. The Architectural Review Board will allow the construction of bay windows, projections of floors above the first floor, if they are a minimum of twelve (12) inches above grade.
 13. **Enclosure of Metal Furnace Vents.** All chimney and fireplace vents shall be enclosed in a chase constructed of materials similar to those materials used on the building elevations; metal housings designed by the vent manufacturer to enclose the chimney vents are acceptable.

14. **Heating, Ventilating, and Air-Conditioning Equipment (Building Mounted).** All building-mounted heating, ventilating, and air-conditioning equipment or changes to existing heating, ventilating, and/or air-conditioning equipment shall be designed so as to be integral with the building architecture and screened from view from public rights-of-way.
15. **Garages and Loading Docks.** Garages and loading docks shall be designed as integral elements to the building and site, and shall not be the dominant visual element from public rights-of-way. All loading docks shall be completely screened from view from public rights-of-way.
16. **Design Standards in Comprehensive Plan.** The Architectural Review Board shall refer to the Village's Comprehensive Plan or components thereof for building design recommendations for specific neighborhoods, districts, or building types. No building or remodeling of a building which is located in the area subject to the Grafton Downtown Master Plan, as adopted by the Village of Grafton Plan Commission on February 23, 1999, shall be permitted unless said building or proposed remodeling complies with the design guidelines included within that master plan. This provision shall also apply to the location, installation, relocation, reconstruction, extension, enlargement, conversion, or structural alteration of exterior signage in the area subject to said Master Plan. (Ord. 008, Series 2001, Part 22; Ord. 041, Series 2000, Part 4)
17. **Design Standards for Retail and Commercial Service Buildings Over 20,000 Gross Square Feet in Area.** All commercial service buildings over twenty thousand (20,000) gross square feet in area shall meet the additional design requirements set forth in Section 19.03.0703(P).

SECTION 19.06.0403 APPLICATIONS FOR ARCHITECTURAL REVIEW

Architectural Review Applications including Architectural Plans and related data and materials shall be submitted to the Building Inspector who shall transmit all Architectural Review Applications and their accompanying data and materials to the Architectural Review Board for its review and action. Per the requirements of Division 10.06.0100 and Section 19.06.0404 (C)(2), Architectural Plans shall also be submitted to the Village Clerk as one component of the Site Plan Review Application. (Ord. 041, Series 2000, Part 5).

The following types of projects shall be subject to Architectural Review: all new buildings (with the exception of small accessory structures, unless the Zoning Administrator requests a determination from the Architectural Review Board); additions to or alterations of buildings that significantly alter the original design. (*for example, second floor additions to ranch style houses and two-story additions attached to one-story buildings.*); major changes in façade or roof colors of all buildings (except single family and two family residences); and all proposed major and minor exterior remodeling and renovation projects located in the area subject to the Grafton Downtown Master Plan as adopted by the Village of Grafton Plan Commission on February 23, 1999, including all new, relocated, reconstructed, extended, enlarged, converted, or structurally altered exterior signage. Architectural Plan(s) submitted with Architectural Review Applications and Site Plan Review Applications, where required, shall include the following: (Ord. 008, Series 2001, Part 23; Ord. 041, Series 2000, Part 5).

- A. **Required Application Submittal Materials.** Architectural plans, exterior elevations of the existing and/or proposed structure, proposed floor grades, and perspective drawings and sketches illustrating the design and character of all proposed structures. A color building elevation or perspective rendering of the exterior of the proposed building(s) shall be required for all nonresidential and multiple-family dwelling structures. Said elevations and perspective drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be drawn to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all details drawn on each elevation and are to be completely delineated with all material notations indicated for each elevation. Plans drawn with partial building details indicated will be returned to the Architectural Review Applicant for redrafting. Redline drawings will only be accepted for minor detail changes; major changes will require redrafting of the building elevations. Six (6) full size copies of said Architectural Plans shall be submitted for Architectural Review Board consideration. In addition to the full-size drawings required above, one (1) copy of each such drawing submitted shall also be submitted as

an 11" x 17" black and white reduction. For projects also requiring Site Plan Review, the number of required copies for Plan Commission consideration shall be as specified in Section 19.06.0103. The following data, information, and materials are to be included: (Ord. 041, Series 2000, Part 5)

1. **Owner/Developer.** Owner's and/or developer's name and address noted.
2. **Architect/Engineer.** Architect's and/or engineer's name and address noted.
3. **Date.** Date of submittal of plans.
4. **Scale.** Scale of drawings noted on each drawing. All drawings prepared for single-family and two-family dwelling units shall be prepared at a scale of one-quarter (1/4) inch equal one (1) foot.
5. **Building Type, Size, and Location.** The type, size, and location of all structures with all building dimensions shown.
6. **Height.** The height of building(s).
7. **Draft Plot Plan Required.** With the Architectural Review Board application, a draft plot plan or survey indicating building location drawn to a recognized engineering scale, with the name of the project noted and north arrow shown, and the relationship of the building to all existing and Village approved buildings on the same lot, all adjacent lots, and all lots directly across a public street. (Ord. 041, Series 2000, Part 5)..
8. **Exterior Materials Samples to be Provided.** In the case of multiple-family residential buildings and nonresidential buildings, samples of exterior materials and their colors.
9. **Additional Information May be Required.** Additional information and data that may be required by the Building Inspector or Architectural Review Board or Plan Commission (as applicable) may include, but not be limited to, the following upon request: (Ord. 041, Series 2000, Part 5)
 - a. Photographs from the site of adjacent neighboring structures and/or property.
 - b. Detailed drawings of decorative elements of the building(s) or structure(s).
 - c. Sectional building or site drawings drawn to a recognized engineering scale. (Ord. 041, Series 2000, Part 5)

SECTION 19.06.0404 ARCHITECTURAL REVIEW

- A. **Generally.** Applicants may submit conceptual building plans to Village staff, the Architectural Review Board, and/or the Plan Commission for their initial review before filing a formal Architectural Review Application. Upon the filing of a complete Architectural Review Application, the Building Inspector shall forward such application and supporting materials to the Architectural Review Board for its review and action.
- B. **Review Process for Projects Not Requiring Site Plan Approval.** For all single-family dwellings on lots (and their associated accessory structures, except in PUD Districts), two-family dwellings on lots (and their associated accessory structures, except in PUD Districts), and Agricultural Structures (in the A-1, A-2, and A-3 Districts only), and other projects not requiring site plan approval under Section 19.06.0101, the following process shall be followed after submittal of a complete application to the Building Inspector: (Ord. 008, series 2001, Part 24)
 1. Architectural Review Board Action. The Architectural Review Board shall act to approve, conditionally approve, or deny the Architectural Review Application. Plan Commission review

and approval is not required for such projects. The development of the site shall be in substantial conformity with approved and filed Architectural Plans.

2. **Effect of Conditional Approval.** In the event of conditional approval, the Applicant shall satisfy all required conditions (as are possible before construction) and prepare and submit to the Building Inspector any revised plans which satisfy required conditions before a Building Permit is issued. Violations of any required condition or the approved Architectural Plans shall be a violation of this Ordinance and shall constitute grounds for revocation of the approval.

C. **Review Process for Projects Also Requiring Site Plan Review.** For all projects requiring Site Plan Review under Section 19.06.0101, the following process shall be followed after submittal of a complete Architectural Review Application to the Building Inspector:

1. **Architectural Review Board Recommendation.** The Architectural Review Board shall act to recommend to the Plan Commission approval, conditional approval, or denial of the Architectural Review Application.
2. **Submittal with Application for Site Plan Review.** Following Architectural Review Board recommendation, the applicant shall submit Architectural Plans with the Village Clerk as a component of the Site Plan Review Application, in quantities provided under Section 19.06.0103. In the event the Architectural Review Board recommends conditional approval or denial, the applicant may elect to revise Architectural Plans to meet recommended conditions or attempt to satisfy objections before the Architectural Plans are included with the Site Plan Review Application. The Village may permit the simultaneous submittal of an Architectural Review Application and Site Plan Review Application including Architectural Plans; however, in such instances, the time period for Site Plan Review, as provided in Section 19.06.0104(A) shall begin from the date of Architectural Review Board recommendation. The Building Inspector shall forward to the Plan Commission a written report of the Architectural Review Board action for Plan Commission consideration.
3. **Plan Commission Action.** Following submittal of a complete Site Plan Review Application, the Plan Commission shall act to approve, conditionally approve, or deny said application and Architectural Plans following the procedures in Section 19.06.0104. In its review of Architectural Plans submitted with the Site Plan Application, the Plan Commission may either:
 - a. Approve as a component of the Site Plan Review Application such Architectural Plans with or without conditions, with any such conditions having the effect of reinforcing or altering the recommendations of the Architectural Review Board; or
 - b. Refer the Architectural Plans back to the Architectural Review Board, with direction as to key issues for it address or modifications for it to pursue before final Plan Commission approval will be granted. The Architectural Review Board shall then review and make a recommendation to the Plan Commission on such directions.
4. **Effect of Conditional Approval.** In the event of conditional approval, the Applicant shall satisfy all required conditions (as are possible before construction) and prepare and submit to the Building Inspector any revised plans which satisfy required conditions before a Building Permit is issued. All conditions of both the Architectural Review Board and Plan Commission shall be satisfied; except, where conflicting, the required conditions of the Plan Commission shall control. Violations of any required condition or the approved Architectural Plans shall be a violation of this Ordinance and shall constitute grounds for revocation of the approval.

(Ord. 041, Series 2000, Part 6)