

TABLE OF CONTENTS

Section 4 – Site Plans

- 4.01** Site Plans
 - A.** When Required
 - B.** Submission Requirements
 - C.** Site Plan / Architectural Review Criteria

Section 4

Site Plans

4.01 Site Plans.

- A. When Required.** A site plan shall be submitted with any application for a building permit, except that this requirement shall not apply to any interior remodeling of a structure.

Site Plan/Architectural Review/Approval. The review and approval of site plans shall be done by the Town Administrator, except the Town Board shall review all projects for 6-plex residential structures and larger and all new commercial and industrial buildings that are larger than 10,000 square feet. The Town Administrator may refer unusual or unique architectural features on projects to the Board of Trustees for review and approval at any time. Notice and referral provisions of this Ordinance shall not apply unless the site plan review is combined with an application requiring such review and approval. If a site plan is denied by the Town Administrator, the applicant may appeal the Town Administrator's decision by filing a written notice of appeal with the Town Clerk within 15 days of the Town Administrator's decision. The notice shall state the basis for the appeal and shall be considered by the Board of Trustees at a public meeting.

- B. Submission Requirements.** Submission requirements for the site plans are contained in Appendix 10.
- C. Site Plan/Architectural Review Criteria.** The following criteria shall be used in the review of all site plans:
1. The scale is appropriate to the site and function of the project and/or building.
 2. The architecture promotes a harmonious transition in scale and character of the proposed building to surrounding land uses.
 3. The quality and design is compatible with the location and proposed use as demonstrated by building elevations.
 4. Any diverse architectural treatments are integrated in order to avoid a cluttered appearance.
 5. The landscape design has been incorporated into the plan and takes into consideration the function and use of open space and buffering.
 6. The overall landscaping treatment of exterior spaces enhances the quality

of the project and creates usable open space.

7. The circulation system, including parking lots, contributes to orderly and aesthetic quality of the site.
8. The screening of service yards, rooftop mechanical equipment and other items which tend to be unsightly has been accomplished through the placement of walls, fences, plantings, of a combination thereof; further the screening is effective during all calendar months of the year.
9. The monotony of design in a single or multiple building project has been avoided. Variation of detail, form and siding that provides visual interest shall be included.
10. The building materials are suitable to the type of building and design for which they are to be used. The building exteriors have the same material, or those which contrast in a pleasing way for how they are to be used. The building exteriors have the same materials, or they contrast in pleasing ways as to be architecturally harmonious.
11. The materials selected are of a durable quality and offer protection from rot and/or corrosion through the use of acceptable maintenance procedures.
12. Any design in which the structural frame is exposed to view, the structural materials are durable and compatible within themselves and harmonious to the surroundings.
13. Building articulation and roof lines are varied by the use of architectural and site design.
14. Building components such as windows, doors, eaves and parapets are visually attractive in proportion, scale and relationship to one another in each building.
15. The colors, including accents are harmonious and compatible with the building.
16. The buffering materials used to buffer mechanical equipment, electrical equipment or other utility hardware on the roof, ground, or building are harmonious with the building.
17. Exterior lighting, which is part of the architectural concept, is harmonious with the building design.
18. Refuse and waste removal areas, service yards and exterior work areas are buffered from view with the use of materials that are harmonious to the building.