



**City of Monroe**

1110 18<sup>th</sup> Avenue, Monroe, WI 53566

Phone: (608) 329-2533

Fax: (608) 329-2561

**INDUSTRIAL PARK DISTRICT DESIGN REVIEW**

Per Title 5 Chapter 10.5: M-3 Industrial Park District of the Monroe City Code: "All improvement and development of properties within the M-3 zoning must undergo design review and plan approval." The Plan Commission meets on the **second** Wednesday of each month at 5:00 PM in the Council Room of City Hall – 1110 18<sup>th</sup> Ave. All required information and materials shall be in the Building Inspector’s Office fourteen (14) days prior to the Plan Commission meeting. Design review fee of \$150.00 must be received before the Plan Commission will review the design.

**Contact Information**

Representative: \_\_\_\_\_

Business Name: \_\_\_\_\_

Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Property Owner Information:**

Property Owner: \_\_\_\_\_

Day Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Address and/or legal description: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

**Description of the Intended Building Use**

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## **Checklist**

- Site Plans drawn to scale using a digital format
  - Drainage
  - Storm Water
  - Onsite Water Retention
  - Building Setbacks
  - Parking
  - Ground Signs
  - Landscape Design
  - Exterior Lighting
  - Trash Enclosure
  
- Elevation Plans drawn to scale using a digital format
  - Architectural Design of Building
  - Building Height
  - 25% of Building Front facing streets must be a masonry product or Plan Commission approved alternative

### **Building Inspector Contact Information:**

Ryan Lindsey  
(608) 329-2518  
[rlindsey@cityofmonroe.org](mailto:rlindsey@cityofmonroe.org)

**DESIGN REVIEW APPROVAL IS REQUIRED BEFORE THE ISSUANCE OF ANY BUILDING PERMITS.  
CONSTRUCTION WORK MAY NOT START UNTIL BUILDING PERMITS HAVE BEEN APPROVED.**