

## Village of Somers Multi-Family Development Checklist

**Project Name:** \_\_\_\_\_

**Engineering & Design Firm:** \_\_\_\_\_

**General Information**

The Multi-Family Development Checklist must be completed and submitted by developer prior to staff review by Village Administration.

Please review the full list of “Recommended Plan Commission and Village Board Standards” for items that are required for the Plan Commission Meeting #1 (Concept), and Plan Commission Meeting #2 (Follow Up Meeting), and additional items not included in this Checklist.

**Directions**

A response of “**Yes**” indicates compliance with Village Standards.

A response of “**No**” indicates **non-compliance** and constitutes a **request for a variance of Standards**.

Any item marked “No” must be accompanied by a **written justification** explaining the reason for non-compliance in the last section. Identify the standard, describe the reason for non-compliance, and explain the requested variance.

YES	NO	Amenities for Units
		9-foot ceilings
		High efficiency heat – gas/electric. Suggest hot water/furnace location in garage closet for easy service.
		In-unit full size washer & dryer
		Large windows with natural light
		Wood-style flooring throughout kitchen and living areas.
		Smart wi-fi thermostats
		Large closets and storage space
		Window coverings

YES	NO	Amenities of Clubhouse and Site
		Amazon and/or package delivery hub
		Co-working office or study “quiet” space
		Entertainment, social lounge, game tables
		Firepits/outdoor, gas
		Fitness area
		Grilling stations
		High-speed internet
		Outdoor benches and eating tables
		Outdoor or indoor sport courts not included in the clubhouse
		Paved walkways and benches/seating with shade trees in public areas
		Pergola or pavilions, covered with electricity and seating for group activity.
		Playground area
		Pool
		Sundeck
		Paved walking/bike pathways.

YES	NO	Architectural Control
		Submit physical samples of exterior color schemes of siding, trim, roof, brick, or stone.
		Specifications of all materials must be indicated on plans.
		Facades require a portion of stone and/or brick.
		Cementitious siding required on all rentals. No vinyl or aluminum permitted.
		Accent siding such as scalloped, shingle-style, vertical board and batten and other panelized options along with a variety of colors encouraged.
		Building architecture should be articulated to reduce the appearance of mass
		Any façade that can be seen by the public or neighbors should be designed to be attractive, regardless of which way it is faced.

YES	NO	Builders/Contractors
		Identify the builders and contact information for all phases.

YES	NO	Building Size
		Buildings provide residents with maximum light, a sense of personal space, abundant windows on exterior walls, and privacy
		Private entry doors and minimum of one car attached garage preferred.
		A mixture of building sizes may be acceptable. It is preferred that 8-unit buildings are maximum

YES	NO	Dead-End Streets
		Dead-end streets with turn-around space must accommodate Somers Fire & Rescue specifications.
		Turn around space cannot include aprons in front of garages, residents or visitors assigned parking, or private driveways.
		Require dead-end signage.

YES	NO	Direct Access Attached Garages
		Minimum one car for one unit. Garage depth to accommodate a large family van such as a Honda Odyssey or Toyota Sienna.
		Garage pad length minimum of 24' is required to accommodate pickup trucks and full-size vans.
		Must accommodate interior storage of garbage and recycling containers if site dumpsters are not used.
		Storage of items within a garage that precludes the use of vehicle parking is prohibited.

YES	NO	Fire & Rescue Concerns
		For any underground parking, it is preferred that electrical vehicle charging be located nearest to the garage door as possible
		Minimum of 10' door for underground garage recommended to accommodate tow truck.
		Standpipes for fire hose must be compliant with NFPA specifications.
		Compliance required of turning radius for tower ladder truck.
		Review plan for street trees and how close they are to the intersection. Tree overhang must be high enough for fire and snowplow trucks to drive under them.
		Bucket or tower ladder truck overhangs curbs on turns. Trees should be kept 25 feet from a corner or significant turn.
		Street parking space narrows, especially in the winter with snow build up at curb. Fire Department requests no street parking or parking on one side of the street only. Allow a minimum of three car lengths from the intersection to navigate turns with fire apparatus.
		Somers Fire & Rescue shall review water main connections points and hydrant locations.

***Utilize medians selectively. They can narrow the pathway for large vehicles and limit direct access to driveways and other emergency vehicles.***

YES	NO	Floor Plans
		This information is requested as a "for information only" to better understand living conditions within the units. Include as an Exhibit floor plans indicating square footage of each unit and each room within unit, placement of furniture, windows, appliances, hallways, and stairs for efficiency, 1 BR, 2 BR, and 3 BR's.

YES	NO	<b>Garbage &amp; Recycling Collection</b>
		Document how developers calculate how many are needed. Accessibility locations.
		Identify waste management company to privately contract services for garbage and recycling.
<b>If common waste areas vs. individual containers are offered:</b>		
		Areas shall be screened from view from public rights-of-way or adjacent properties.
		Screening shall consist of a solid metal fence enclosure constructed of masonry/stone and shall be a min. of 6 ft. and max of 8 ft. tall.
		Shrubs and other landscaping plantings shall be planted along such screens to help soften the appearance.
		Waste receptacles shall be enclosed on the fourth side with a metal gate to contain trash or other debris.
		The gate must be constructed of metal.
		The gate side of the receptacle shall be oriented toward the interior of the site.
		The gate is required to be always closed except for serving by the waste management contractor and site users.
		All waste must be contained in the receptacle. Waste outside of the receptacle for any reason is prohibited and considered a health hazard.

YES	NO	<b>Hydrants</b>
		All hydrants are Village owned and maintained.

***Check full Recommended Standards for Inspection for Quality Materials and Workmanship***

YES	NO	<b>Landscaping Bordering Street and Highways</b>
		Berms and plantings in a combination of salt-resistant evergreens, deciduous trees, shrubs, ornamental grasses, and perennials for privacy and sound control are encouraged.
		Berms shall be curvilinear and undulating.
		Berms shall separate incompatible land uses (residential next to commercial) and eliminate adverse impact of noise, dust, vehicle headlights, light intrusion and other activities that will likely cause resident structures to be less desirable and a cause of complaints.

YES	NO	<b>Lease</b>
		Include sample as Exhibit to confirm terms and conditions

YES	NO	<b>Management - Accessory Building</b>
		An accessory building is required if development offers on-site management. Detail the location on site plan, building specifications, and use

YES	NO	<b>Management - Maintenance Equipment, Inventory and Vehicles</b>
		All must be stored indoors in an accessory building

YES	NO	Management - Contact Information
		Village Administration and Fire & Rescue Department require current contact information be on file for the purposes of public safety and emergency circumstances.

YES	NO	Parking for Tenants, and Guests
		Include detail in Exhibit.
		Parking locations shall be as convenient as possible to the entrance of each unit.
		Parking on interior non-Village streets, particularly the distance to an intersection, must meet specifications of Somers Fire & Rescue.
		Parking lots shall be screened for the purpose of minimizing views of parked cars from public right-of-way, adjoining property, and nearby buildings.
		The end of every parking aisle shall have a landscaped island.

***Smaller parking “clusters” are recommended to avoid a “shopping center” parking lot scene.***

YES	NO	Patios and Balconies
		Verify with Somers Fire & Rescue distance requirement from structure regarding grills.
		Each unit requires a private open outdoor space of a ground level patio or upper-level balcony.
		Balconies and patios shall be large enough to accommodate a comfortable space for seating and a table.
		Covered ground and upper-level patios are desired to provide a high quality of living with summer shade, outdoor privacy, outdoor seating and dining and a natural landscape view from the unit.

YES	NO	Pets, Off-Leash Area
		If ground and upper-level patios are desired to provide a high quality of living with summer shade, outdoor privacy, outdoor seating and dining and a natural landscape view from the unit.
		Large enough to keep the area well-controlled.
		Good drainage, preventing muddy conditions.
		Access for people with mobility issues.
		5'-6' sturdy fencing with gate.
		Benches
		Display rules
		Waste station and trash receptacles
		Lighting
		Accessible paved path from parking area

***Village Administration shall review security surveillance camera systems that may include public areas such as general common outdoor areas, building entrances, parking lots, parking garages, pools, courtyards, and hallways.***

YES	NO	Signage
		Incorporating “Somers, Wisconsin” on the development entrance.
		Interior navigation signs are required to navigate visitors, law enforcement, and emergency vehicles.
		Visible signage/address markers are required on all buildings for public safety identification and location.

YES	NO	Site Layout and Issues
		Non-uniform, unvaried building placement and grid “look alike” street patterns should be avoided
		A curvilinear design feature is encouraged, in all or part of the overall site layout to break up the site line of concrete and buildings.
		Obvious service corridors, or alleys are prohibited.
		Parking areas should be separated by a landscaping island, median, or landscaping walkway.
		A generous buffer between buildings is encouraged as it screens views of neighbors, creates shaded outdoor space, and provides pleasant interior site walkways.
		A generous buffer is recommended between buildings and any highway or street.

YES	NO	Snow Storage
		Detail designated areas on site plan.

YES	NO	Sound Attenuation
		All buildings shall be constructed so that there is a soundproofing barrier between walls, ceilings, and floors of each unit with a minimum STC rating of no less than STC 60.
		All wastewater and storm water piping, within, adjacent to, or passing through a residential unit shall be enclosed within walls that have a minimum STC 60 rating, and/or the piping must be independently wrapped with an insulation that provides a minimum STC 60 rating. This must be noted on plans.

***If a Village street, indicate preference for curb & gutter or rural road (ditches)***

YES	NO	Streets – Internal Private
		Detail and identify on site plan
		Design requires approval from Somers Fire & Rescue.

YES	NO	Storage-Tenant
		Additional secured storage spaces to be available for common family storage needs

YES	NO	Unit Entrances
		Private entrances are preferred. Entrances should be visibly emphasized, architecturally embellished, and accessible from a street and sidewalk. Interior hallway construction is strongly discouraged.
		Entrances that cannot face a public street and sidewalk should face an internal pedestrian path that directly connects a street, sidewalk, or courtyard.
		Private entrances should be accompanied by a covered porch, stoop, veranda, or other features that highlight the entry point, offer rain protection, and encourage leisure seating for outdoor enjoyment.

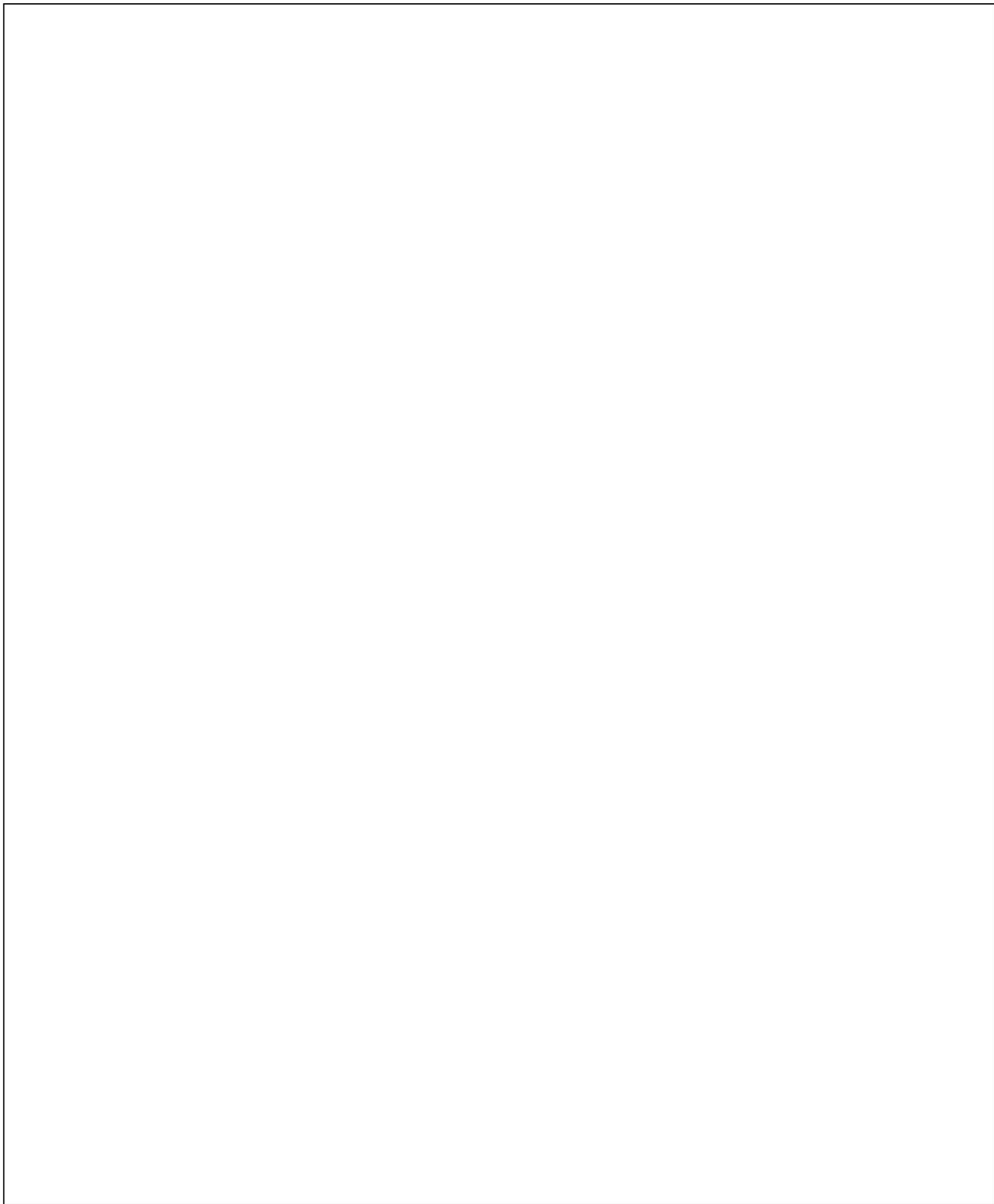
***Interior hallway construction is strongly discouraged.***

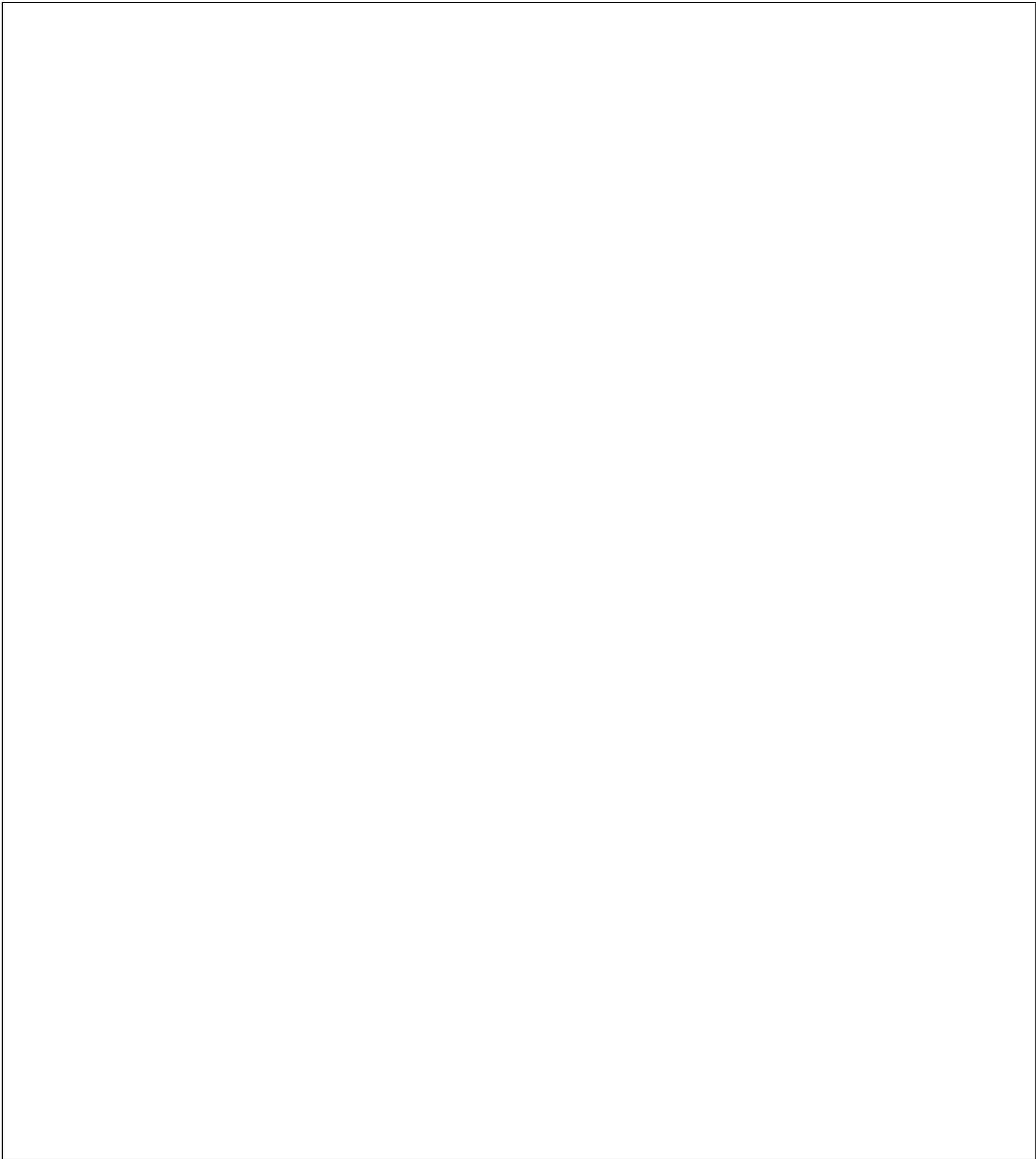
YES	NO	Unit Sizes
		Unit or dwelling sizes in all residential zoning districts that fall below our current ordinance are prohibited.

YES	NO	Utility Placement
		Village Administration shall review utility box placement location, preferably in the rear lot easement and not the street front.

### **Written Justification for Variance from Village Standards**

Any item marked “No” must be accompanied by a **written justification** explaining the reason for non-compliance in the last section. Identify the standard, describe the reason for non-compliance, and explain the requested variance. If necessary, include supporting documents as attachments with your checklist to the Village.





For additional information, please contact Village Administrator Jim Hurley at 262-859-2822 or [jhurley@somerswi.gov](mailto:jhurley@somerswi.gov).