

# Village of Wind Point, Wisconsin

## Architectural Review Board Guidelines

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### I. ROLE OF THE ARCHITECTURAL REVIEW BOARD (ARB)

The ARB exists to review and approve exterior aesthetics and architectural suitability for proposed construction and remodeling within the Village of Wind Point. The purpose of this review and approval is to help maintain high quality standards, enhance property values, present a positive and inviting community image, and to foster good relations among neighbors and residents. The ARB is concerned with both the view of construction that may be seen from Village streets and the rear view of construction that is seen by neighbors.

Per Sec. 7.07.020 of the Wind Point Zoning Code, new structures or projects that would change at least 20% of the face of one side of a building or structure require approval by the ARB before a zoning and/or building permit is issued. "Structures" (as defined in Sec. 8.02 of the zoning code), includes "anything constructed or erected, the use of which requires a permanent location on the ground or attachment to something having a permanent location on the ground," such as houses, garages, sheds, gazebos and decks.

Replacement of architectural components with like or substantially similar components shall be permitted, as shall roof replacement and repairs, without review by the ARB. The ARB is required to review re-shingling of existing structures if the colors and textures do not match the existing. The ARB does not review re-painting projects (unless the project involves a building permit); residents are asked to respect their neighbors and keep the aesthetics and property values of the neighborhood in mind when selecting paint colors. The ARB discourages extreme contrasts and startling colors.

### II. STANDARDS OF REVIEW

The following is prepared to describe the general aesthetic guidelines used by the Wind Point ARB in evaluating submissions for approval. These guidelines present the general goals and objectives sought within the review process; they are not intended to be a comprehensive or exhaustive list of review considerations by the Architectural Review Board.

#### Architectural Character and Style

- A wide variety of design, details and styles are welcome from classical/traditional to contemporary/modern design.
- Design continuity is encouraged for all faces of the residence, additions, garage and outbuildings. The ARB will also consider the design of other proposed or existing items on the subject property, including out-buildings, decks, gazebos, enclosures, fencing and gates, outdoor fireplaces or furnaces and other items.
- Roof slope should extend the continuity of the home.

#### Site Development

- Landscape planning, design and execution should integrate the site and the facilities, and be compatible with surrounding development.
- Site development may also be subject to zoning requirements and subdivision requirements.

## **Exterior Materials**

- Natural and traditional building materials are encouraged.
- Colors generally are approved that range from white and neutral colors to earth tones.
- Extreme contrasts or startling colors are discouraged.
- High quality materials, doors, windows, shingles, etc. are encouraged where possible and where consistent with surrounding development.

## **Exceptions from the Above**

Unique and special architectural building designs; themes, textures, materials, colors or styles may be considered. Exceptions are considered if they are well-planned and designed, incorporate continuity of design and enhance the Village image without distracting from neighboring development.

## **III. APPLICATION PROCESS**

### **Application Requirements**

- a. Completed Architectural Review Board Application.
- b. \$25.00 Application Fee.
- c. Scale drawing of all exterior elevations showing the design and appearance of the building or structure as proposed to be constructed or altered, including colors and textures of materials or samples. Please include photographs that represent the project intent and the surrounding area.
- d. Submit to:

Wind Point Administrative Office  
215 E. Four Mile Rd.  
Racine, WI 53402

Web: [www.windpointwi.us](http://www.windpointwi.us)    E-mail: [administrator@windpointwi.us](mailto:administrator@windpointwi.us)  
Phone: 262.639.3524                      Fax: 262.639.5727

### **Appeals**

If you wish to appeal the ARB's ruling, you must submit your appeal in writing to the Village Clerk within 10 days. The appeal will be reviewed by the Board of Appeals. Within a reasonable time the Board of Appeals shall affirm, reverse or modify the ARB's ruling.

### **Related Reviews, Approvals and Permits**

A Building Permit application process may first require ARB approval and the issuance of a Zoning Permit. Consult with the Village Administrator and Zoning Administrator for more information. Please note that in addition to the ARB approval, there may be other aesthetic approvals or compliance requirements that may also need to be obtained that are established by various subdivisions or developers that may be more specific or more restrictive than the Village's requirements. The Village does not oversee, manage or keep records of subdivision restrictions, reviews or approvals.

### **Compliance**

The owner, developer or contractor of a construction or remodeling project must submit evidence to the Village Clerk that compliance with the ARB requirements and the Zoning Permit requirements have been met prior to obtaining permission for occupancy.

# Village of Wind Point, Wisconsin Architectural Review Board Application



## PROPERTY OWNER INFORMATION

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_  
PROPERTY ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

## DESIGN CONTRACTOR INFORMATION (IF APPLICABLE)

CONTACT LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_  
COMPANY NAME & ADDRESS: \_\_\_\_\_  
PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

## DESCRIBE PROPOSED PROJECT (ATTACH ADDITIONAL SHEETS IF NECESSARY):

## APPLICATION ATTACHMENTS

- Application fee of \$25.00.
- Site plan including property lines, distances from property lines for proposed and existing buildings, shoreline, fences, etc.
- Floor plans for proposed project.
- Drawing of exterior elevations showing the design and appearance of the building or structure as proposed to be constructed or altered.
- Exterior color, texture and material samples.
- Photographs that represent the project intent and/or the surrounding area.

## APPLICANT SIGNATURE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

DATE FILED: \_\_\_\_\_ AMOUNT PAID: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_ RECEIPTED BY: \_\_\_\_\_

ARB DECISION: APPROVE: \_\_\_\_\_ DENY: \_\_\_\_\_ DATE: \_\_\_\_\_

CONDITIONS: \_\_\_\_\_

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\_\_\_\_\_