

BUSINESS PLAN OUTLINE

ANY BUILDING BUILT FOR COMMERCIAL PURPOSES MUST EITHER HAVE STATE APPROVED BUILDING PLANS OR DOCUMENTATION FROM DSPS ADVISING STATE APPROVED BUILDING PLANS ARE NOT REQUIRED. CONTACT DSPS AT 608-266-2112 OPTION 4 OR DSPS.WI.GOV FOR MORE INFORMATION.

STREET ADDRESS OF EXISTING PROPERTY:

PARCEL ID: _____

PROPERTY OWNER: _____ **PROPERTY OWNER:** _____

NAME OF PROPOSED BUSINESS: _____

GENERAL DESCRIPTION OF BUSINESS TO BE PERFORMED ON PROPERTY:

PROPOSED BUSINESS HOURS: _____

NUMBER OF EMPLOYEES: _____ **RESTROOMS:** YES NO

CUSTOMERS ONSITE: YES NO **APPX. CUSTOMERS PER DAY:** _____

PARKING ONSITE FOR EMPLOYEES/CUSTOMERS: (See parking standards in Shawano County Code of Ordinances Chapter 40-131)

Explain: _____

SIGNAGE FOR THE BUSINESS: (See signage standards, Shawano County Code of Ordinances Chapter 40-154)

Explain proposed type, size, and location: _____

OUTDOOR LIGHTING FOR PREMISE: (See Exterior lighting standards, in Shawano County Code of Ordinances Chapter 40-133)

Explain the proposed type, size, and locations: _____

COMMERCIAL VEHICLES USED FOR DELIVERIES TO AND FROM PREMISE:

Explain type and frequency of deliveries: _____

STORAGE LOCATION FOR BUSINESS MATERIALS: _____

GOODS DISPLAYED OUTSIDE:

Explain quantity and location of displayed goods: _____

ANY OTHER INFORMATION: _____

LICENSE OR STATE APPROVALS:

SITE PLAN

Create a site plan on a separate sheet of paper which must include:

1. Location and labeling of all buildings existing and future planned
2. Location of materials, parking, restrooms, lighting, outdoor display areas, etc.
3. Distances to neighboring residences
4. An arrow showing the cardinal direction North

FLOOR PLAN

Must include:

1. Floor plan of floor(s) the business will be on with dimensions (Length x Width)
2. An arrow showing the cardinal direction North
3. Labeling All of the spaces encompassing the business to include: areas open to the public, office, storage, restrooms if applicable, etc.
4. Labeling of all of the space on the business floor which is to be only residential
5. All doors and loading docks
6. Maximum height of proposed structure

I/We the property owner(s) do hereby certify that the above information submitted in this business plan is true and accurate to the best of our knowledge.

Property Owner Signature

Property Owner Signature

Date

Date