



CITY OF WAUWATOSA

BUILDING & SAFETY DIVISION

7725 WEST NORTH AVENUE, WAUWATOSA, WISCONSIN 53213

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Residential New Construction Guidelines

The Design Review Board (DRB) reviews and approves the exterior design and architectural character of new residential construction. The Board's purpose is to promote high-quality design, visual continuity, and architectural integrity that enhance the overall appearance, character, and property values of Wauwatosa's neighborhoods.

Early Design Feedback Encouraged

Applicants are strongly encouraged to appear before the Design Review Board early in the design process to obtain preliminary feedback on massing, scale, architectural style, and the overall appearance of the project in relation to the surrounding neighborhood, including proposed exterior materials, before preparing a complete set of construction documents. Early review can help identify potential concerns and reduce redesign time and costs later in the process.

Applicants or their representatives must attend the meeting to respond to questions and comments from the Board.

Meeting Information

Meetings are held at City Hall, 7725 West North Avenue, at 7:00 p.m. on the first and third Thursdays of each month (unless otherwise noted).

Application deadlines are listed in the meeting schedule.

Formal Design Review (Required for Approval)

Applications for formal review must be submitted online through the Customer Service Portal.

Incomplete submittals may be reviewed; however, approval will not be granted until all required information is provided.

Formal Submittal Requirements:

- One digital copy of plans (to scale) showing all exterior elevations
- One digital copy of the land survey and site plan (to scale), showing the proposed structure, dimensions, and distances from lot lines
- Photographs of the existing site and surrounding context
- One digital copy of scaled elevation drawings showing fenestration, roof form, and exterior materials
- One digital copy of samples of all exterior materials affected by the project
 - Physical material samples must be dropped off at the Building and Safety Division
- Colored rendering of the proposed residence

Updated materials and printed copies may be provided on the day of the meeting for resubmittals only.

Submission Deadline

All applications and required materials must be submitted online by the deadline listed in the meeting schedule. A non-refundable \$250 application fee is due at the time of online submission.

For an additional fee of \$150, applications may be submitted as late as the Monday prior to the scheduled meeting date.

12:00 PM	7:00 PM
APPLICATION DATE	MEETING DATE
January 1, 2026	*January 8, 2026
January 15, 2026	*January 22, 2026
January 29, 2026	February 5, 2026
February 12, 2026	February 19, 2026
February 26, 2026	March 5, 2026
March 12, 2026	March 19, 2026
March 26, 2026	April 2, 2026
April 9, 2026	April 16, 2026
April 30, 2026	May 7, 2026
May 14, 2026	May 21, 2026
May 28, 2026	June 4, 2025
June 11, 2026	June 18, 2025

12:00 PM	7:00 PM
APPLICATION DATE	MEETING DATE
June 25, 2026	July 2, 2026
July 9, 2026	July 16, 2026
July 30, 2026	August 6, 2026
August 13, 2026	August 20, 2026
August 27, 2026	September 3, 2026
September 10, 2026	September 17, 2026
September 24, 2026	October 1, 2026
October 8, 2026	October 15, 2026
October 29, 2026	November 5, 2026
November 12, 2026	November 19, 2026
November 26, 2026	December 3, 2026
December 10, 2026	December 17, 2026