

GERRISH TOWNSHIP

Application For Site Plan Review
2997 E. Higgins Lake Drive
Roscommon, MI 48653

Telephone: 989-821-9313 / Fax: 989-821-8627

Date: _____

Applicant: _____

Address: _____

Telephone number: _____

Owner: _____

Address: _____

Telephone number: _____

Location of property: _____

Property Code: 72-004-_____

Lot number: _____ Subdivision: _____

Legal description: _____

Site plan review requested for the following use(s): _____

Fee: \$175.00 Date paid: _____ Check No./Cash _____

**Application shall include eight (8) copies of a complete site plan.

**Please refer to the site plan information requirements of Section 12.3 (attached).

INCOMPLETE SITE PLANS WILL BE RETURNED.

Planning Commission Action:

Date Approved _____

Date Denied _____

Planning Commission Chairperson: _____

Zoning Administrator: _____

Gerrish Township Clerk: _____

Certification of Compliance Date: _____ / _____

Zoning Administrator

Section 12.3 Site Plan Requirements

- A. Site plans shall be prepared in a neat and orderly manner, drawn to scale, and unless specific requirements are waived by the Planning Commission, all the following information shall be provided by the applicant:
1. The date, North arrow, and scale. The scale shall not be less than 1" = 20' for sites under three (3) acres, and at least 1" = 100' for those sites of three (3) acres or more.
 2. Small sketch of properties, streets and use of land within one quarter (1/4) mile of the subject property.
 3. Existing adjacent streets and proposed streets and existing curb cuts within one-hundred (100) feet of the property.
 4. All lot lines with dimensions.
 5. Parking lots and access points.
 6. Proposed buffer strips, greenbelts, or screening.
 7. Significant natural features; and other natural characteristics, including but not limited to open space of trees, brooks, ponds, flood plains, hills, and similar natural assets.
 8. Location of any signs.
 9. Existing and proposed buildings, including existing buildings or structures within one-hundred (100) feet of the boundaries of the property. If no buildings are within one-hundred (100) feet the property lines, the use of the adjacent property shall be indicated.
 10. General topographical features including existing contours at intervals no greater than five (5) feet.
 11. Number of acres allocated to each proposed use and gross area in building, structures, parking, public or private streets and drives, and open space.
 12. Dwelling unit densities by type, if applicable.
 13. Proposed method of providing sewer and water service, as well as other public and private utilities.
 14. Proposed method of providing storm drainage.
 15. Written description of the computation for required parking.
 16. Name, address, and phone number of applicant.
 17. Name, address, phone number of the individual responsible for preparing the plan.

- B. The Planning Commission shall review the Site Plan, along with any comments submitted by agencies, departments or consultants, and make such recommendations to the applicant that will cause the Plan to be in conformance with the review standards required by this Section and this Ordinance.
1. To this end, the Planning Commission may request from the applicant additional graphic or written materials, prepared by a qualified person or persons, to assist in determining the appropriateness of the site plan.
 2. Such material may include, but is not limited to:
 - a. Aerial photography, photographs.
 - b. Traffic impacts.
 - c. Impact on significant natural features and drainage.
 - d. Soil tests.
 - e. Environmental impacts.
 - f. Other pertinent information.
- C. The Planning Commission shall approve, deny, or approve with conditions any site plan it reviews based on the requirements of this Ordinance, and specifically the review standards of Section 12.4.
- D. No petition submitted for Site Plan Review which has been denied, shall be resubmitted for a period of one (1) year from the date of denial, except as may be permitted by the Planning Commission after learning of new and significant facts or conditions which might result in a favorable action upon re-submittal.