

NORVELL TOWNSHIP
300 MILL RD
BROOKLYN, MI 492630
Phone 517-536-4370 Fax 517-536-0110
www.norvelltpw-mi.gov

CONDITIONAL USE/SITE PLAN REVIEW APPLICATION

(Print or Type)

This application will not be accepted if incomplete. All required materials must be submitted prior to the enclosed schedule.

1. Name of applicant _____ Date _____

Proof of ownership (Warranty Deed or Evidence of Fee Simple) is required.

If the applicant is not the titleholder of the property, a notarized letter is required from the owner(s).

2. Address _____ Phone _____
City State Zip

3. Property Owner(s) Name (if different from applicant)

4. Address _____ Phone _____

5. Location of Property _____

6. Existing Zoning _____

7. Description of Proposed Use/Request

SITE PLAN REVIEW APPLICATION (continued)

8. REQUIREMENTS FOR A SITE PLAN REVIEW (Section 7.5.C):

| | |
|--------------------------|--|
| <input type="checkbox"/> | A completed application must be returned to the Township Clerk 45 days prior to a scheduled Planning Commission meeting. |
| <input type="checkbox"/> | Name of proposed land use or development. |
| <input type="checkbox"/> | Vicinity map at a scale no less than 1" = 2,000 feet, showing the location of the site in relation to the surrounding street system. |
| <input type="checkbox"/> | North arrow. |
| <input type="checkbox"/> | Site plan scale, not greater than 1" = 20 feet nor less than 1" = 50 feet. |
| <input type="checkbox"/> | Legal description (include lot area dimensions, angles, sizes correlated with the legal descriptions). |
| <input type="checkbox"/> | Name, address, and phone number of proprietor(s). |
| <input type="checkbox"/> | Name, address, and phone number of property owner(s) (property owner shall be identified on the site plan). |
| <input type="checkbox"/> | Name, address, and phone number of developer and designer (site plan shall be designed and prepared by registered professional architect, engineer, surveyor or community planner who shall affix a seal to the site plan). |
| <input type="checkbox"/> | Boundary dimensions |
| <input type="checkbox"/> | Topography (at least two foot contour intervals). |
| <input type="checkbox"/> | Natural features, wetlands, woodlots, streams, rivers, lakes, drains, and similar features. |
| <input type="checkbox"/> | Date of site plan preparation or revision. |
| <input type="checkbox"/> | For subdivision plats and condominium projects: A. Lot layout B. Numbers C. Lot areas in square feet D. Building setback lines (showing dimensions) E. Location of stands and species of trees F. Wetland boundaries shall be designated |
| <input type="checkbox"/> | Existing manmade features: Buildings, structures, high tension tower, pipe lines, existing utilities (water and sewer lines) excavations, bridges, culverts, drains and easements. |
| <input type="checkbox"/> | Identify adjacent properties and their existing land uses. |
| <input type="checkbox"/> | Site plan shall show system for water supply, sanitary sewers/septic systems, storm-water drainage (including direction of storm-water drainage), proposed storm-water basins and point of outlet at the proposed subdivision lines including easements. |
| <input type="checkbox"/> | Location, proposed finished floor and grade line elevation, size of proposed principal and accessory buildings, their relation to one another. |
| <input type="checkbox"/> | Height of all buildings and square footage of floor space. <input type="checkbox"/> Density schedule showing number of dwelling units per net acre, including a dwelling schedule showing the unit type and number of each type. |
| <input type="checkbox"/> | Existing and proposed streets, driveways, sidewalks (including width), and other vehicular and pedestrian circulation features within and adjacent to the site. |

| | |
|--------------------------|--|
| <input type="checkbox"/> | Location, size, and number of parking spaces in the off-street parking area - identification of service lanes and service parking. |
| <input type="checkbox"/> | Road names and right-of-way width for existing and proposed roads. |
| <input type="checkbox"/> | Plan and cross section view for all proposed roads. |
| <input type="checkbox"/> | Proposed location, use and size of open spaces and location of landscaping fences or walls |
| <input type="checkbox"/> | Proposed alterations to the topography and natural features |
| <input type="checkbox"/> | Proposed location of connections to utilities (existing and proposed) |
| <input type="checkbox"/> | Existing zoning designation of the site and adjacent parcels. |
| <input type="checkbox"/> | Four (4) copies of proposed plan. |

I/We _____ do hereby swear that the above information is true and correct to the best of my/our knowledge. If any of the above information is found not to be true, this application and any approval will be void. I agree to comply with the condition and regulations provided in this site plan review.

I hereby grant permission for members of the Norvell Township (Planning Commission) (Zoning Board) to enter the above described property for the purpose of gathering information related to this application/request/proposal.

Applicant's Signature

Date

NOTE:

Environmental Permit information can be obtained from EGLE (Michigan Department of Environment, Great Lakes, and Energy).

DO NOT WRITE BELOW THIS LINE

Date: _____

Fee Paid: \$ _____

Date Applicant submitted application and required materials:

Township Signature

Date

Township Clerk Signature

BOARD ACTION:

Approved Denied by Planning Commission _____
Signature

Date

Approved Denied by Township Board _____
Signature

Date