

City of Laingsburg
Site Plan Review Application – \$___ fee plus escrow deposit

114 N Woodhull St P.O. Box 178
Laingsburg, MI 48848
(517) 651-5374 FAX (517) 651-5604

Office use only:

- Fee Deposited: Escrow Required? Amount: _____
 Site Plan Review Special Land Use/Site Plan Review Completed Zoning Permit Filed

Submittal Requirements: Written Statements Received 10 copies of site plan received

Date filed _____ Case # _____ Proposed Meeting Date _____

Planning Commission Date _____ Action _____

**ALL APPLICATIONS MUST BE RECEIVED AT LEAST THREE WEEKS IN
ADVANCE OF THE NEXT REGULARLY SCHEDULED PLANNING COMMISSION
MEETING**

Project Name _____

Applicant _____

Primary Contact Person _____

Address _____

City/State/Zip _____

Phone _____ FAX _____ E-Mail _____

Brief Description of Use _____

Applicant's Signature _____

Property Owner _____

Address _____

City/State/Zip _____

Phone _____ FAX _____ E-Mail _____

Owner's Signature _____

Property Address _____ Current Zoning _____

Current Land Use _____

Tax Identification Number and Legal Description (attach separate sheet if necessary)

For Residential Uses:

Type of Dwelling Units _____

Total Number of Units _____ Estimated Population _____

All Other Uses:

Estimated Number of Employees _____ Parking Spaces _____

Hours of Operation _____

Architect/Planner _____

Address _____

City/State/Zip _____

Phone _____ FAX _____ E-Mail _____

Engineer _____

Address _____

City/State/Zip _____

Phone _____ FAX _____ E-Mail _____

Submittal Requirements

1. A brief, written project description, which includes the total number of structures, units, bedrooms, offices, square feet, total and usable floor area, carports or garages, employees by shift, amount of recreational and open space, type of recreation facilities to be provided and other relate pertinent information as applicable
2. Written statement relative to project impacts on existing infrastructure (including traffic capacity of streets, schools, and other existing utilities); the natural environment of the site and adjoining lands.
3. A statement from the applicant identifying all federal state and local permits required, if any, and their status.

4. A project completion schedule.
5. **Ten (10) copies** of a professional quality drawing at a scale of 1"=10' except where written guidelines within the zoning ordinance differ, that details the following information:
 - The name of the development or project
 - The name, address and seal of the person or persons who have prepared the drawing.
 - Property dimensions and a legal description for the parcel or parcels.
 - The proposed square footage of the building or structure if applicable.
 - The existing acreage or size of the parcel.
 - The zoning and existing land use of adjacent parcels (including across the street)
 - The location of drives, structures and other pertinent built features (including across the street)
 - The Existing natural features, such as woodlots and any water bodies, wetlands or wooded areas and topography (at two-foot intervals). Indicate any natural features to remain and/or to be removed.
 - Existing man-made features, including signs, structures, and roads. Indicate which features are to remain or be removed.
 - Location of all existing or proposed utilities, including natural gas, cable, electric, telephone, fire hydrants; and the location and design of water supply, storm water management facilities and waste water systems.
 - Location of exterior drains, dry wells, catch basins, retention and/or detention areas, sumps and other facilities designed to collect, store or transport storm water or wastewater. The point of discharge for all drains and pipes shall also be specified on the site plan.
 - Proposed streets, driveways, parking spaces, sidewalks, with indication of direction of travel, the inside radii of all curves including driveway curb returns. The width of streets, driveways and sidewalks, the total number of parking spaces and dimensions of a typical individual parking space and associated aisles and all existing or proposed public right-of-way and private easements.
 - Location of all structures, buildings and uses, whether primary or accessory uses or structures, including flagpoles, light poles, bulk heads, docks, storage sheds, trash receptacles and signs, and the method of screening where applicable.