

PRELIMINARY SITE PLAN

Whiteford Township Application Checklist

Owner Name: _____
 Address: _____

DAC Job# _____
 Rec. Dwgs. _____

Engineering Firm of Record: _____
 (name, address, phone) _____

Any person with legal interest in a lot may make an application for preliminary site plan approval therefore by filing completed forms, payment of the review fee, and eight (8) copies of the preliminary site plan drawings (s) with the Township Clerk. The Clerk, upon receipt of the application, shall transmit the preliminary site plan drawings to the Planning Commission prior to its next regular meeting.

ZONING ORDINANCE #68 SECTION 7.04					
Preliminary Site Plan		Yes	No	N/A	Page
1	Application - Any person with legal interest in a lot may make an application for preliminary site plan approval therefore by filing completed forms, payment of the review fee and eight (8) copies of the preliminary site plan drawing(s) with the Township Clerk. The Clerk, upon receipt of the application shall transmit the preliminary site plan drawings to the Planning Commission prior to its next regular meeting.				
2	Information Required - Each preliminary site plan submitted for review shall provide the following information:				
2.1	Location/description of site; dimensions and area				
2.2	General Topography, Soil Information				
2.3	Property owner's name/address; applicant's name, address and interest in property; owner's signed consent for preliminary site plan approval application if applicant is not the owner.				
2.4	Scale, north arrow, date of plan, section number				
2.5	Proposed buildings/structures: location, outline, general dimensions, distances between, floor area, number of floors, height, number and type of dwelling units (if applicable)				
2.6	Location and size of open areas, recreation area				
2.7	Proposed streets/drives; general alignment, right of way (where applicable), surface type and width				
2.8	Proposed parking; location/dimension of lots, dimension of spaces and aisles, angle of spaces, surface type, # of spaces				
2.9	Existing zoning classification of property; required yards; dwelling unit schedule, density of development and lot area per dwelling unit for residential projects; lot coverage (%) and floor area ratio; location/size of required transition and landscape strips, if applicable.				

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2.10	Areas of intended filling, cutting; outline of existing buildings/ structures and drives; existing natural and manmade features to be retained or removed.				
2.11	Adjacent land uses; location of adjacent buildings and roads				
2.12	Location, area of development phases; building program for each phase; projected schedule of development, by phase, if applicable.				
2.13	Location and width of easements on site				
2.14	General description of proposed water, sanitary sewer and storm drainage systems				
2.15	Approval from the Whiteford Township fire chief(s) that the development as proposed allows proper access for firefighting equipment and the fire supression systems is adequate.				
3a	Environmental Impact Analysis (EIA) natural enviroment: 1) Surface water impacts 2) Groundwater impacts 3) Air quality 4) Soil engineering Index and features				
3b	Traffic Impact Study (TIS) when: 1) The request is located along any corridor identified or a Minor Arterial and above in the Whiteford Township Master Plan and/or 2) The request would permit uses that would generate 100 or more directions, trips during peak hours or at least 750 trips per day.				
3c	Government Approvals - Applicant shall also attach to their application for preliminary site plan approval proof of granted permits and approvals from the Monroe County Road Commission, Monroe County Drain Commission, Monroe County Health Department, Michigan Department of Environmental Quality and any other federal, state or county permits and/or approvals for the construction and operation of the proposed project.				

