

SITE PLAN REVIEW APPLICATION

**Eaton County Community Development Department
1045 Independence Boulevard, Charlotte, MI 48813
517-543-3689 FAX: 517-543-8457**

<u>Applicant/Property Owner</u>		
Name(s): _____		
<u>Circle one</u>		
Owner	Lessee	Representative
<u>Mailing Address:</u>		
Street _____		
City, _____	State, _____	zip _____
<u>Phone(s):</u> _____		
<u>Property Address: (if different than above)</u>		
Street _____		
<u>Property Code:</u> - - - -		
Township: _____		

<u>Office Use Only</u>		
Case No.: _____		
Date Application Received: _____		
Date Application Complete (if different): _____		
Application Fee	\$200.00	
_____ Check	_____ Cash	
<u>Decision Date:</u> (30 working days after received)		
Extension dates (if applicable) _____		
<u>Decision:</u>		
APPROVED?	YES	NO
CONDITIONS?	YES	NO

INFORMATION

The Eaton County Land Development Code Article 7 lists "Uses Permitted by Site Plan Approval" in the respective Zoning District descriptions. The uses listed shall be allowed only upon approval of the Site Plan pursuant to Section 8.6 of the Zoning Ordinance. The Community Development Director in consultation with the Site Plan Review committee and appropriate County, State, and Local officials evaluates site Plans. The Director will act on the application within 30 working days after its receipt. The time limit may be extended only by the mutual consent of the applicant and the Director.

1. Please describe the business or use proposed for this site. (Attach additional sheets)

PROPERTY INFORMATION

2. Current zoning of the property (*Circle one*) Available from Community Development Dept.:

Limited Agriculture (LA) Residential (R1, R2, R3) Commercial (C1, C2) Industrial Resource Conservation

3. Current Use(s) of the Property (Please indicate if used as residence, agricultural, commercial, etc.):

4. Current Use(s) of area properties: (Please indicate if residential, agricultural, commercial, etc.)

5. List of persons and/or firms with equitable interest in this parcel:

6. Has a Variance or Conditional Use Permit been requested or received for this property?
Yes No (If yes, please explain)

7. Were you notified of a violation of the Eaton County Building Code or Zoning Ordinance?
Yes No (If yes, please explain) _____

8. Does the property lie within a designated 100-year flood plain? (If yes, the applicant should contact the MI Dept. of Environmental Quality for state permits requirements.) Yes No

9. Do you plan to construct or upgrade access drive(s) to the site that will cross a flood plain, seasonally flooded wetland, county drain, or stream? Yes No (if yes, explain)

10. **PLEASE ATTACH A LEGAL DESCRIPTION OF THE PROPERTY (Please label).**

A legal description of the parcel can be found in a deed, land contract, or tax information for your property. It must include any deed restrictions, easements, etc.

11. **PLEASE ATTACH A SITE PLAN! (Please label all attachments)**

The site plan must include measurements to all property lines and between structures.

A site plan is a scale drawing that shows:

- the boundaries of the property,
- any structures, buildings, outdoor storage areas, fenced, or work areas,
- public or private roads, driveways, easements, or other property features,
- and any natural features including bodies of water, wetlands, etc.

PHOTOS: You may attach photos or drawings to illustrate your request. Please mount them on 8.5 x 11 inch paper and label clearly with the applicant name and address.

12. **EMPLOYEES**

What Days will the business be in operation? _____ what hours each day? _____

How many employees will be on the site? _____

During what hours will they be on site? _____

13. **BUILDINGS**

The proposed conditional use permitted must comply with all applicable fire safety and emergency vehicle access requirements as well as other requirements of the State Construction Code, local Fire Code and the Eaton County Construction Code Department.

Will you construct or install any new building(s) or additions to existing structures?

What are their dimensions (Width, Length, Height) _____

Construction Type _____

Proposed Completion Date: _____

Will any existing building(s) be used for the business?

Please provide the dimensions (Width, Length, Height) _____

Year Built _____ Construction Type _____

Describe the areas in the building and how they will be used.

14. PUBLIC HEALTH AND SAFETY

Proposed businesses must comply with all applicable requirements of the Barry-Eaton District Health Department and the State of Michigan

Describe the water and septic source(s) employees and/or clients will use.

Describe how the proposed business will comply with requirements for the use of public water, sanitary sewage, and solid waste removal.

Storage: Please describe what equipment, vehicles, materials, etc. will be stored at the site? Describe where and how they will be stored. (Also include on the site plan)

15. TRANSPORTATION

The proposed land use must fully conform to the driveway and traffic safety standards of the Michigan Department of Transportation and the Eaton County Road Commission.

Entrance/Exits to the Site:

Number of current entrances (driveways) from a public street _____ (please include on site plan)

Will any additional entrances or exits to the site be created/used? Yes No

Are driveways paved? Yes No

Do driveways have curb and gutter? Yes No

What is the anticipated traffic in and out of the site? Please estimate the number and types of vehicles. _____

Parking:

Proposed parking on site for _____ vehicles will be provided. (please include on site plan)

Is parking area lighted? Yes No Is parking area paved? Yes No

How are supplies delivered/brought to the site?

Semi Trucks Light Delivery Trucks Other (explain) _____

16. Justification: Explain why this request should be granted. Describe how it will affect the surrounding area. Respond to the standards listed below. (Attach additional sheet if needed.)

The Eaton County Land Development Code (Zoning Ordinance)

SECTION 8.6 STANDARDS FOR SITE PLAN REVIEW APPROVAL

Applications for Site Plan Review that meet the following standards shall be approved:

8.6.1 Requirements: The proposed Site Plan shall fully conform with the requirements of this Ordinance including but not limited to the provisions contained in Articles 10 (parking), 11 (signs), and 14 (specific provisions and requirements).

DRAIN COMMISSION- 8.6.2 Surface Water Drainage: The proposed Site Plan shall fully comply with the published surface water drainage standards of the Eaton County Drain Commissioner.

ROAD COMMISSION / MDOT- 8.6.3 Driveway and Traffic Safety: The proposed Site Plan shall fully conform with the driveway and traffic safety standards of the Michigan Department of Transportation and/or the Eaton County Road Commission.

CONSTRUCTION CODE / FIRE OFFICIAL- 8.6.4 Fire Safety and Emergency: The proposed Site Plan shall comply with the applicable fire safety and emergency vehicle access requirements of the State Construction Code and/or any local Fire Code having jurisdiction.

DRAIN COMMISSION- 8.6.5 Soil Erosion and Sedimentation: The proposed Site Plan shall be in compliance with the Soil Erosion and Sedimentation Control Ordinance of Eaton County.

BARRY EATON HEALTH DEPT.- 8.6.6 Public Health: The proposed Site Plan shall comply with the applicable requirements of the Michigan Department of Public Health and the Barry-Eaton District Health Department.

BARRY EATON HEALTH DEPT.- 8.6.7 Water/Sewer/Waste Removal: The proposed Site Plan shall comply with all applicable local ordinances including but not limited to ordinances governing the use of public water, sanitary sewage, and solid waste removal.

APPLICANT- 8.6.8 State and Federal Statutes: The proposed Site Plan shall conform to all applicable State and Federal statutes.

AFFIDAVIT

I acknowledge that the decision for this review does not relieve me from compliance with all other laws and regulations. I affirm that I am involved in the appeal and that the answers and statements herein contained and the information provided is true, accurate and correct. I understand that if it is not, this application and any approvals are void. I hereby give county officials permission to inspect the property to verify information and to verify compliance with rules and conditions. I also agree that I am able, financially, legally and physically, and I will commence this use, as approved, within six months.

Applicant(s) Signature(s)

Date

Applicant(s) Signature(s)

Date