



# Charter Township of Bangor PLANNING COMMISSION SITE PLAN APPLICATION

Date of Meeting \_\_\_\_\_

***Please Print***

**Property Owner Name:** \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Telephone Number and Email: \_\_\_\_\_

Owner Signature: \_\_\_\_\_  
Signature(s) of legal owner(s) required prior to processing

**Applicant Name** (if different than above): \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Telephone Number and Email: \_\_\_\_\_

Name and Address of Developer: \_\_\_\_\_  
\_\_\_\_\_

Name and Address of Preparer: \_\_\_\_\_  
\_\_\_\_\_

1. Parcel Address: \_\_\_\_\_

2. Parcel Location: On the \_\_\_\_\_ side of \_\_\_\_\_  
(North, South, East, West) (Name of Street or Road)

Between \_\_\_\_\_ and \_\_\_\_\_  
(Name of Street or Road) (Name of Street or Road)

3. Property Description: \_\_\_\_\_  
(Insert tax number and description)

4. Property Dimensions: \_\_\_\_\_  
\_\_\_\_\_  
(Frontage (Depth) (Acreage)  
(Insert dimensions to nearest foot/acreage to nearest tenth acre)

5. Present Zoning: \_\_\_\_\_  
Present Zoning District(s)

6. Present Use of Property: \_\_\_\_\_  
Present Land Use(s)

7. Proposed Land Use: \_\_\_\_\_  
(How is property to be developed? Attach additional sheet(s) if required)



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8. Required Site Plan Data: **SUBMIT FIFTEEN (14) COPIES OF SITE PLAN AT LEAST TWENTY (20) DAYS PRIOR TO THE DATE OF THE REGULARLY SCHEDULED MEETING.**

**Site Plan must be prepared by a civil engineer, architect, landscape architect or other if registered in the State of Michigan as appropriate.** Name, address, and phone number of other professionals shall be given on appropriate sheets of the plans.

- a) Scale, north arrow, name of development, date plan drawn and date of revisions. The scale shall be not less than one (1) inch equals fifty (50) feet for property under three (3) acres and at least one (1) inch equals one hundred (100) feet for those parcels of three (3) acres or more.
- b) A vicinity map; the property code; legal description of the property, including parcel boundary dimensions and area. Where a metes and bounds description is used, lot line angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and shall correlate with the legal description.
- c) Existing topography (minimum contour interval of two feet); existing natural features such as trees; wooded areas, streams, marshes, ponds and other wetlands; clear indication of all natural features to remain and to be removed. Groups of trees shall be shown on an approximate outline of the total canopy; individual deciduous trees of six (6) inch caliper or larger and individual evergreen trees eight (8) feet in height or higher, where not a part of a group of trees, shall be accurately located on the site plan.
- d) Existing buildings, structures, and other improvements, including drives, utility poles and towers, easements, pipelines, excavations, ditches (elevations and drainage directions), bridges, culverts; clear indication of all improvements to remain and to be removed.
- e) General description of deed restrictions, if any.
- f) Owner, use, and zoning classification of adjacent properties; location and outline of buildings; drives, parking lots, and other improvements on adjacent properties within one hundred (100) feet of the property boundaries; curb cuts on sites on opposite sides of the road.
- g) Existing public utilities on or serving the property including location and size of water lines and hydrants; location, size and inverts for sanitary sewer and storm sewer lines; location of manholes and catch basins; location and size of well, septic tanks and drain fields.
- h) Name and right-of-way of existing streets, private roads and/or recorded easements on or adjacent to the property; surface type and width; spot elevations of street, private road or recorded easement surface, including elevations at intersections with streets and drives of the proposed development.
- i) Zoning classification of the subject property; location of required yards; total ground floor area and lot coverage (percent). In the case of residential units, the plan shall note dwelling unit density, lot area per dwelling unit, and a complete schedule of the number, size and type of dwelling units.
- j) Grading plan, showing finished contours at a minimum interval of two (2) feet, and correlated with existing contours so as to clearly indicate cut and fill required. All finished contour lines are to be connected to existing contour lines at or before the property lines.
- k) Location and exterior dimensions of proposed buildings and structures with the location to be referenced to



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property lines or to a common base point; distances between buildings; height in feet and stories; finished floor elevations; contact grade elevations; and all required setbacks.

- l) Floor plans of principal buildings and architectural elevations of principal buildings, canopies, and structures, including rooftop mechanical equipment and method of screening. Architectural elevations shall be drawn to scale, showing the location and extent of all materials. Each material shall be identified as to type and color by drawing notes. All gateway structures, canopies and trash enclosures shall be indicated on the drawings.
- m) Location and alignment of all proposed streets and drives; right-of-ways where applicable, (with approval of the appropriate agency having jurisdiction,) location and typical details of curbs; turning lanes, with details (where applicable); location, width, surface elevations and grades of all entries and exits; curb radii.
- n) Location and dimensions of proposed parking lots; numbers of spaces in each lot; dimensions of spaces and aisles; drainage pattern of lots; typical cross-section showing surface, base and sub-base materials; angle of spaces.
- o) Location and size of proposed improvements of open space and recreation areas, and maintenance provisions for such areas.
- p) Location, width, and surface of proposed sidewalks and pedestrian ways.
- q) Location and type of proposed screens and fences; height, typical elevation and vertical section of screens, showing materials and dimensions.
- r) Location of proposed outdoor trash container enclosures; size, typical elevation, and vertical section of enclosures; showing materials and dimensions.
- s) Location, type, size, area, and height of existing and proposed signs.
- t) Layout, size of lines, inverts, hydrants, drainage flow patterns, location of manholes and catch basins for proposed sanitary sewer, water and storm drainage utilities; location and size of retention ponds and degree of slope of sides of ponds; location and size of underground tanks where applicable; location and size of outdoor incinerators; location and size of wells, septic tanks, and drain fields where applicable. If on-site water and sewer facilities are to be used, evidence of the approvability of such facilities shall be submitted prior to Planning Commission approval of site plan.
- u) Landscape plan showing number location, type and size of plant materials along with a maintenance plan.
- v) Description of measures to be taken to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established.
- w) Location of proposed retaining walls; dimensions and materials of same, fill materials; typical vertical sections; restoration of adjacent properties, where applicable.
- x) Location, type, direction, and intensity of outside lighting.
- y) Right-of-way expansion where applicable; reservation or dedication of right-of-way to be clearly noted.
- z) Location of underground transport lines (For example, pipelines).



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- aa) Where applicable there shall be room allocated on each lot or parcel for a septic field and an alternate field.
  - bb) The number of employees of industrial facilities.
  - cc) A full and adequate explanation of the anticipated future use of the land, whenever the proposed activity is temporary.
  - dd) An impact statement consistent with the provisions of this Ordinance shall be submitted when the Planning Commission or Township Board deems it necessary and appropriate in its sole discretion in order for the Commission or Board to arrive at a determination with respect to the application. Similarly, the Planning Commission or Township Board may require traffic, engineering, environmental or other studies, assessments or investigations at the applicant's expense.
  - ee) The site plans submittal information for a manufactured housing park shall be as described in the Mobile Home Commission Act.
10. Key Box: When access to or within a structure or area is unduly difficult because of secured opening or where immediate access is necessary for lifesaving or firefighting purposes, the Fire Department is authorized to require a key box to be installed in an accessible location.
11. Premises Identification: Approved numbers shall be placed on all new and existing buildings in such a position as to be plainly visible and legible from the street or road fronting the property. Said numbers shall contrast with their background.

***As applicant for site plan approval, I have read the above required site plan data required for review and understand each item listed shall be on the site plan unless the item is not applicable. I understand that myself or a representative of the application and site plan shall be present at the Planning Commission meeting.***

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



# Charter Township of Bangor PLANNING COMMISSION SITE PLAN APPLICATION

## FOR OFFICE USE ONLY

1. Date Meeting: \_\_\_\_\_

2. Bangor Planning Commission Review:

a. Decision and Date of Bangor Township Planning Commission: \_\_\_\_\_

- Approval
- Denial

- Conditional Approval
- Tabled

**Conditions of Approval**

(State conditions/attach and reference additional

**Tabled**

(State reasons for postponement and reference additional sheets if necessary) sheets if necessary)

**Reasons for Denial**

(State reasons/attach and reference additional sheets if necessary)

b. Reconsideration of Submittal and Date of Action (if applicable): \_\_\_\_\_

- Approval

- Conditional Approval

- Denial

**Conditions of Approval**

(State conditions/attached and reference additional sheets if necessary)

**Reasons for Denial**

(State reasons/attach and reference additional sheets if necessary)

3. One (1) copy of Approved Site Plan given to Building Inspector: \_\_\_\_\_

(Insert Date)

Updated 2019