

**TOWNSHIP OF SALINE  
APPLICATION FOR APPROVAL OF  
SITE PLANS, CONDOMINIUM SITE PLANS, PRIVATE ROADS,  
WIRELESS COMMUNICATION FACILITIES, AND THE  
RESIDENTIAL OPEN SPACE DEVELOPMENT OPTION**

Date of Application: \_\_\_\_\_

**1. Applicant Information:**

Applicant Name \_\_\_\_\_

Street Address or P.O. Box No. \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

\_\_\_\_\_ Individual Person (s)    \_\_\_\_\_ Firm    \_\_\_\_\_ Corporation

If a business, please describe: \_\_\_\_\_

**2. Property Information:**

Applicant's Interest in the Property \_\_\_\_\_

Property Owner(s) \_\_\_\_\_

Property Address \_\_\_\_\_

Property Tax ID No. \_\_\_\_\_ Zoning District(s) \_\_\_\_\_

Property location by nearest crossroads \_\_\_\_\_

Current use(s) of the subject property: \_\_\_\_\_

\_\_\_\_\_

**Attachments:**

If the applicant is not the owner of record, attach a signed statement from the owner(s) of record that the applicant is acting on the owner's behalf, and include the name, address, and phone number of all owner(s) of record.

**3. Site Plan Information:**

Plan Preparer's Name and Name of Firm \_\_\_\_\_

Street Address or P.O. Box No. \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Type of Site Plan (check as many as applicable):    \_\_\_\_\_ Preliminary    \_\_\_\_\_ Final    \_\_\_\_\_ Combined

\_\_\_\_\_ Site Plan    \_\_\_\_\_ Condominium    \_\_\_\_\_ Residential Open Space Development    \_\_\_\_\_ Private Road

**Attachments:**

1. Attach a site plan meeting the requirements of Section 12.01F (Required Information for Site Plans) (see attached).
2. Condominium site plans and site plans for private roads or the residential open space development option shall also include all applicable information required by Article 13 (Condominium Regulations), Section 11.01 (Residential Open Space Development Option), and/or Section 11.07 (Private Roads).
3. Site plans for wireless communication facilities shall also include all applicable information required by Section 11.02 (Wireless Communication Facilities).
4. If the applicant determines that required items of information are not applicable to the project or necessary for complete review of the proposed site plan and has left such information off the submitted plans, attach a list of the omitted items of information and a statement describing why each item of information was not included on the plans.

**4. Proposed Use(s):**

Proposed use(s) of the subject property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5. Certification:**

The applicant agrees and certifies that the information supplied as part of this application is accurate and true, including additional material submitted to the Planning Commission prior to final action on the request. The applicant also agrees to permit a physical on-site visit on the subject property by members of the Planning Commission and the Township Planner prior to the public meeting where the request will be considered.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

Required Fee: \$ \_\_\_\_\_ Date Received by the Township: \_\_\_\_\_

Application Received by: \_\_\_\_\_  
Name Position

Date Received by the Township: \_\_\_\_\_

## Section 12.01 Site Plan Review.

### F. Required Information for Site Plans

The following minimum information shall be included with all applications for site plan approval, except where the Planning Commission determines that it is not applicable to the project or necessary for complete review of the proposed site plan, based upon a written request by the applicant:

<b>Minimum Site Plan Information</b>	<b>Concept Plan</b>	<b>Preliminary Site Plan</b>	<b>Final Site Plan</b>
<b>SITE PLAN DESCRIPTIVE INFORMATION</b>			
Name, address, and telephone number of the property owner; name, address, telephone, and facsimile numbers of the applicant; the applicant's interest in the property; and the owner's signed consent if the applicant is not the owner.	●	●	●
The name, address, telephone, and facsimile numbers of the firm or individual preparing the site plan. Site plans prepared by an architect, engineer, landscape architect or land surveyor registered or licensed in the State of Michigan shall bear the individual's professional seal.		●	●
Address(es) and tax identification number(s) of the subject parcel(s) and lot area.		●	●
Legal description of the parcel(s), dimensions, and the gross and net land area. For metes and bounds descriptions, angles or bearings shall be indicated on the plan. Lot line dimensions and angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and correlated with the legal description.			●
Description of deed restrictions, if any.			●
A detailed use statement describing the proposed use(s), including floor areas to be occupied, number of units, number of anticipated employees, and other information necessary to verify compliance with this Ordinance.		●	●
<b>SITE PLAN DATA AND NOTES</b>			
Site plans shall be drawn to an engineer's scale not greater than 1:100 and appropriate for the sheet size. If a large development is shown in sections on multiple sheets, then one overall composite sheet shall be provided for clarity.		●	●
Vicinity map, scale, north arrow, date of plan, and date of revisions thereto.	●	●	●
Existing use(s) and existing zoning classification(s) for the subject parcel(s) and surrounding parcels (including across road rights-of-way).		●	●
Dimensions of all property boundaries and interior lot lines.	●	●	●
Percentage of lot coverage, total ground floor area, and floor area ratio.		●	●
Net dwelling unit density for residential projects.		●	●
Calculations for parking, gross and net residential density of development, and other Ordinance requirements.		●	●

<b>Minimum Site Plan Information</b>	<b>Concept Plan</b>	<b>Preliminary Site Plan</b>	<b>Final Site Plan</b>
<b>EXISTING CONDITIONS</b>			
General topography and soil information, including identification of areas with slopes from 12% to 18%; from 18% to 25%; and 25% and above.		●	●
Delineation of the 100-year floodplain, and all lakes, ponds, stream courses, and wetlands, including the on-site watershed for such on-site water features.		●	●
Delineation of all vegetation within 25 feet of all on-site and off-site surface water features, including wetlands.		●	●
Description of groundwater recharge areas located on the subject parcel(s), and a rough delineation of their borders.		●	●
General delineation of existing vegetation on the subject property to be preserved or removed, including trees, upland brush, hedgerows, woodlands, prairies, and meadows.		●	●
Details of the location, size, and species of all existing tree species present on the site, including landmark trees, individual deciduous trees six (6) inches or larger in diameter and individual evergreen trees six (6) feet or more in height indicated by species, location, and size; and groups of trees shown by an approximate outline of the total canopy.			●
The location and height of all existing structures, driveways, fences, walls, signs, utility poles and towers, easements, pipelines, excavations, bridges, culverts, and other site features on the subject property, with notes regarding their preservation or alteration.		●	●
<b>SITE PLAN DETAILS</b>			
Delineation of required yards and setback areas.		●	●
Identification of the general location(s) and area(s) of each development phase.		●	●
Planned construction program and projected phasing schedule for each development phase.			●
Locations and descriptions of all existing and proposed easements and rights-of-way for utilities, access, and drainage.			●
An exterior lighting plan with all existing and proposed lighting locations, heights from grade, specifications, lamps types, and methods of shielding.			●
Outdoor sales, display or storage locations and method of screening, if applicable.		●	●
<b>BUILDING DESIGN AND ORIENTATION</b>			
Location, outline, number of floors, height, and a complete schedule of the number, size, and type of dwelling units where applicable.		●	●
Building dimensions, and gross and net floor area.		●	●
Separation distances from adjacent structures.			●

<b>Minimum Site Plan Information</b>	<b>Concept Plan</b>	<b>Preliminary Site Plan</b>	<b>Final Site Plan</b>
Building façade elevations for any proposed principal building, drawn to an appropriate scale and indicating type and color of building materials.		●	●
Location and exterior dimensions of proposed structures referenced to property lines or to a common base point; and finished floor elevations and contact grade elevations.			●
<b>ACCESS AND CIRCULATION</b>			
Dimensions and centerlines of existing and proposed rights-of-way and access drives, names of abutting roads, and indication whether proposed roads are to be public or private.	●	●	●
Dimensions and type of paving materials for all roads, parking lots, curbs, sidewalks, and other paved surfaces.		●	●
Locations and dimensions of vehicle access points, and distances between adjacent or opposing driveways and road intersections.		●	●
Parking space and maneuvering aisle dimensions, pavement markings, traffic control signage, angle of spaces, surface type, designation of fire lanes, and location of loading areas.			●
Spot elevations of the road surface for existing roads on and adjacent to the subject parcel(s), including elevations at intersections with the internal roads and drives serving the proposed development.			●
<b>SCREENING, NATURAL FEATURES, AND OPEN SPACE AREAS</b>			
Location and size of required transition and landscape strips, if applicable.		●	●
Location, area, and dimensions of open areas and recreation areas within the proposed development.		●	●
Landscape plan, including location, size, quantity and type of proposed plant materials and any existing plant materials to be preserved.			●
Planting list for proposed landscape materials, with the method of installation, botanical and common name, quantity, size, and height at planting.			●
Landscape maintenance plan, including notes regarding replacement of dead or diseased plant materials.			●
Proposed fences, walls or other screening devices, including typical cross-section, materials and height above grade.		●	●
Locations and methods of screening for any waste receptacles; ground-mounted generators, transformers, and mechanical (HVAC) units; and similar devices.		●	●
<b>UTILITIES, STORMWATER MANAGEMENT, AND GRADING</b>			
General description of existing and proposed public water supply, sanitary sewerage, and storm drainage systems.		●	●

<b>Minimum Site Plan Information</b>	<b>Concept Plan</b>	<b>Preliminary Site Plan</b>	<b>Final Site Plan</b>
Location and size of water lines and hydrants; location, size, and inverts for sanitary sewer and storm sewer lines; location of manholes, catch basins, and any surface-mounted equipment; and location and size of wells, septic tanks, and drain fields, where applicable.			●
Location and size of retention ponds and degrees of slopes of sides of ponds; calculations for size of storm drainage facilities; and location and size of underground tanks where applicable.			●
Grading plan, with areas of intended filling or cutting, existing and proposed topography at a minimum of two (2) foot contour levels, stormwater runoff drainage patterns, and a general description of grades within 100 feet of the site. All finished contour lines are to be connected to existing contour lines at the property lines.			●
Location and size of existing and proposed telephone, gas, electric, and similar utility lines and surface-mounted equipment.			●
<b>ADDITIONAL REQUIRED INFORMATION</b>			
Other information as requested by the Township Planner or Planning Commission to verify that the site and use are in accordance with the purpose and intent of this Ordinance and the Township's General Development Plan.	●	●	●