

CITY OF SOUTH LYON

APPLICATION FOR SITE PLAN REVIEW

<u>Applicant Information</u>		
Name	Street Address	
City/State	Zip	Phone
Applicant's interest in property (if other than the owner)		
Applicant's signature		
Applicant's email address		

<u>Site Information</u>		
Subject property address		
Subdivision & lot number (if applicable)		
Sidwell/Tax ID	Zoning District	
General location of site		
Proposed use of property		
Acreage of site	Building SqFt/Number of Units	Proposed number of employees

<u>Legal Property Owner</u>			
Name		Name	
Street address		Street address	
City/State	Zip	City/State	Zip
Phone		Phone	
Owner signature		Owner signature	

<p>Requirements for Site Plan Submittal</p> <ul style="list-style-type: none"> Completed application form and fee Sheets – 24 in. x 36 in. sheets, with graphics at an engineer's scale of: <ul style="list-style-type: none"> 1" = 20' for sites of 20 acres or less 1" = 100' or less (i.e. 1" = 20' to 100') for sites over 20 acres Copies – Hard copies of site plan (number determined by Zoning Administrator), folded to be 8.5x11 Copies – Digital copy of plan Proof of Ownership – Current proof of ownership of the land to be utilized or evidence of a contractual ability to acquire such land, such as an option or purchase agreement Project Schedule – Narrative indicating the period of time within which the project will be completed
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<u>For City Use Only:</u>	
Site Plan Application Number	Residential Site Plan
Initial Site Plan Review fee paid (date)	Non-Residential Site Plan

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SITE PLAN REVIEW CHECKLIST

The following Site Plan Review Checklist is provided for use by the applicant preparing a site plan for submittal. Site plans shall be submitted as required in the South Lyon Zoning Ordinance and shall be prepared in accordance with the site plan review requirements of the Zoning Ordinance and the Site Plan Application and Checklist.

REQUIREMENT	YES	NO N/A
COVER SHEET		
Cover sheet providing:		
Applicant name		
Name of development		
Preparer's name and professional seal of architect, engineer, surveyor, or landscape architect indicating license in the State of Michigan		
Date of preparation and revision dates		
North arrow		
Property lines and dimensions		
Zoning district		
Bulk density requirements for property		
Complete and current legal description and size of property in acres		
Small location sketch of sufficient size and scale to determine the site's location within the City		
Note on each plan sheet stating "Not to Be Used as Construction Drawings"		
SITE PLAN		
Plan sheet(s) including:		
Site data and project information, including: Zoning and current land use of applicant's property, all abutting properties, and properties across any public or private street from the site		
Lot lines and all structures on the property and within 100 feet of the site's property lines		
Location of any vehicle access points on both sides of the street within 100 feet of the site along streets where vehicle access to the site is proposed		
Existing buildings and any public or private easements, noting those which will remain and which are to be removed		
Existing and proposed locations of utility services (with sizes), including storm drainage, retention or detention ponds, fire hydrants, and any public or private easements Notes clearly indicating which existing services will remain and which will be removed		
Layout and typical dimensions of proposed lots, footprints and dimensions of proposed buildings and structures		
Uses with the acreage allotted to each use		
For residential developments, the number, type, and density of proposed housing units		
For multi-phase development, identification of the areas included in each phase		
Building footprints, setbacks, typical floor plans, and a sketch of any ground mounted equipment to scale along with required screening		
Proposed lot coverage percentage and impervious surface percentage		

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Locations of all natural, historical, and architectural features, including all woodlands, trees (in accordance with Section 102-274, Incentives to Preserve Existing Trees), non-EGLE regulated wetlands, lakes, rivers, drainageways, topography, etc.		
Building elevations, showing: Height, materials, and colors for all proposed structures, including any residential units		
All rooftop mechanical units along with the proposed method of screening		
Information on wetlands, including: Location(s) of any EGLE-regulated wetland		
Wetland delineation by a qualified wetland consultant		
Indication of the status of application for an EGLE wetland permit or copy of permit received including description of any wetland mitigation required		
Location of other non-regulated wetland areas over two contiguous acres		
Location and method of screening for all waste receptacles including dumpsters and compactors, meeting the requirements of <i>Section 102-52, Waste Receptacles and Enclosures</i>		
Details of parking, including: Location and dimensions of parking lots and spaces and loading/unloading areas (including vehicle pathway to access loading area)		
Parking calculations to meet the requirements of <i>Article 19, Off-Street Parking and Loading-Unloading Standards</i>		
Details of exterior lighting meeting the requirements of <i>Article 22, Lighting Standards</i> , including: Location, height, method of shielding		
Photometric grid overlaid on the proposed site plan indicating the overall light intensity throughout the site (in foot candles)		
Size, type, and location of proposed identification signs including: Location, type, height and method of lighting for identification signs		
Location and type of any directional or regulatory/traffic control signs, with details for any sign not conforming to the Michigan Manual of Uniform Traffic Control Devices		
Details of site circulation and access design, including: Dimensions of existing and proposed right-of-way lines, including those abutting the site, and names of abutting public streets		
Indication of pavement widths and pavement type including internal service and access drives		
Street horizontal and vertical dimensions, including curve radii		
Locations and dimensions of access points, including deceleration or passing lanes, distance from adjacent driveways or intersection streets, including those across a street		
Location of existing sidewalks and location and dimensions for proposed sidewalks and bicycle paths		
Written verification of access easements or agreements, if applicable		
LANDSCAPE PLAN		
A landscape plan in accordance with <i>Article 21, Landscape Standards and Tree Replacement</i> , indicating:		
Proposed plant locations with common plant name, number, and size in caliper at installation		
Berms, retaining walls, or fences shown with elevations from the surrounding average grade		
GRADING PLAN		
A site grading plan for all developments where grading will occur, showing:		
Existing and proposed topography at a minimum of two-foot contour levels		
Topography extending a minimum of 50 feet beyond the site in all directions		

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A general description of grades within 100 feet, and further where required to indicate stormwater runoff into an approved drain or detention/retention pond		
STORMWATER MANAGEMENT PLAN		
A general description and location of stormwater management system on the grading plan, including:		
Pre- and post-site development runoff calculations used for determination of stormwater management		
Location and design (slope) of any retention/detention ponds		
Status of all EGLE permit applications or copies of permits with attached conditions		
ADDITIONAL ITEMS		
Any additional graphics or written materials requested by the Planning Commission or City Council to assist the City in determining the compliance with the site plan standards, such as:		
Aerial photography		
Photographs		
Traffic impacts using trip generation rates recognized by the Institute of Transportation Engineers (ITE) for an average day and peak hour of the affected roadways		
Impact on significant natural features and drainage		