

Bengal Township

Site Plan Review Application

Please mail application, site plan, all relative documents, and fees to:

800 South US27 #124
St. Johns, Michigan 48879

Applicant – Please check one of the following:	
<input type="checkbox"/>	Administrative Review
<input type="checkbox"/>	Site Plan Review*
<input type="checkbox"/>	Special Use Permit*
* Administrative Review is <i>required</i> prior to making application for Site Plan Review or Special Use Permit	

<u>PLANNING DEPARTMENT USE ONLY</u>	
Application Received: _____	
Fee: _____	Receipt #: _____
Sent to McKenna Associates: _____	

A site plan submitted for review and approval shall contain all of the following data prior to its submission. Site plans shall consist of an overall plan for the entire development. All plans must be legible and sufficient quality to provide for reproduction.

Applicant must provide **15 copies** of the site plan, application, fees, and all relative documents at least thirty (30) days prior to the next regularly scheduled meeting of the Planning Commission.

All Site Plans and Special Use Applications will be reviewed by McKenna Associates. Applicant will receive written comments from McKenna Associates prior to Planning Commission meeting.

DATE _____ PROJECT ADDRESS _____

APPLICANT INFORMATION

Name:

Address:

City:

State:

Zip:

Phone:

Cell:

Email:

PROPERTY OWNER INFORMATION

Name:

Address:

City:

State:

Zip:

Phone:

Cell:

Email:

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If applicant is not the owner, describe applicant's interest in the property. (Proof of ownership OR affidavit is required.)

PROPERTY DESCRIPTION

Description of Proposed Project:

Zoning Classification: ☐ A-2 (General Agriculture) ☐ I-1 (Light Industrial)

Sanitary Facilities:

Present Use:

Proposed Use:

Front Yard Setback

ft.

Building Height

ft.

Side Yard Setback

ft.

Lot Coverage (%)

%

Rear Yard Setback

ft.

Total Floor Area

sq. ft.

Lot Area

a/ft²

Off Street Parking

cars

PROFESSIONALS WHO PREPARED DRAWINGS

Name:

Mailing Address:

City:

State:

Zip:

Telephone:

Email:

Design Responsibility:

Name:

Mailing Address:

City:

State:

Zip:

Telephone:

Email:

Design Responsibility:

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ATTACH THE FOLLOWING:

1. 15 folded copies of the site plan, sealed by a registered architect, engineer, or landscape architect.
2. A brief written description of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.
3. Proof of property ownership.
4. If necessary, review comments or approval received from county, state, or federal agencies that have jurisdiction over the project, including but not limited to:
 - ☐ Road Commission for Clinton County
 - ☐ Clinton County Health Department
 - ☐ Michigan Department of Natural Resources
 - ☐ Michigan Department of Environmental Quality
 - ☐ Clinton County Drain Commissioner

PLEASE NOTE: The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

APPLICANT'S ENDORSEMENT

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the Township and its employees or agents shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

Signature of Applicant

Date

Signature of Applicant

Date

Signature of Property Owner

Date

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SITE PLAN REVIEW APPLICATION CHECKLIST

I. General Description and Identification Data (Required on Site Plan)

- _____ A. Proprietors', applicants' and owners' names, address, telephone numbers, email addresses
- _____ B. Date of preparation, including all revisions
- _____ C. Scale (1" = 100' or less, showing the site and all land within 150' of the site)
- _____ D. Location map and north arrow
- _____ E. Architect, civil engineer or registered land surveyor seal and signature
- _____ F. Existing and proposed lot lines on the parcel and within 100 feet of the site
- _____ G. Centerline and existing and proposed right-of-way lines of any public or private road
- _____ H. Zoning classification of petitioner's parcel and of all abutting parcels
- _____ I. Land description, sidwell number, and gross acreage figure
- _____ J. Notation of Special Land Use requirement or any variance that will be needed

II. Physical Features

- _____ A. Existing and proposed locations of the following: sidewalks, walkways, bicycle paths, driveways, wells, septic systems, drywells, easements (public and private), all roadways and right-of-way
- _____ B. Existing and proposed location and dimensions of parking areas, curb cuts, access easements, lanes of acceleration, deceleration and passing (if any) serving the development
- _____ B. Location of all existing and proposed structures with building footprints and with required setback dimensions
- _____ C. Location of all existing and proposed structures located on adjacent property and within 50 feet of the subject property
- _____ D. Location of transformers
- _____ E. Outdoor mechanical equipment, such as air conditioning units, generators, and typical building elevations
- _____ F. Detail plan for soil erosion protection

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- _____ G. Existing and proposed locations and elevations of all grading changes from the natural grade
- _____ H. Plans for the disposition of surface water run-off affected by the proposed construction
- _____ I. Location and type of screening of accessory out-buildings where visible from adjoining lots and road
- _____ J. Proposed basement floor elevation
- _____ K. Landscape plan showing existing and proposed structures, any planned removal or addition of trees, lawn areas, proposed plantings including shrubs, trees, and other live plant materials
- _____ L. Proposed location, dimensions and details of common open spaces and common facilities such as community buildings or swimming pools if applicable

III. Natural Features

- _____ A. Location of wetlands, floodplains
- _____ B. Existing topographic elevations at two-foot intervals, proposed grades and direction of drainage flow
- _____ C. Location and type of existing soils on the site and any certifications of borings
- _____ D. Location and elevations of existing watercourses and water bodies, including county drains and man-made surface drainage ways, floodplains and wetlands

IV. Elevation Drawings

- _____ A. Elevation drawings showing the proposed design for each façade of the building
- _____ B. List of all exterior materials to be used
- _____ C. Location of all exterior lighting fixtures, including manufactures detail and photometric plan
- _____ D. Location of existing and proposed accessory structures, including but not limited to flagpoles, light poles, storage sheds, barns, silos, and the method of screening where applicable
- _____ E. Locations and specifications for all fences, walls, and other screen features with cross sections

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V. Commercial / Industrial Developments

- _____ A. Location, size and specifications for screening of all trash receptacles and other solid waste disposal facilities
- _____ B. Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by government authorities
- _____ C. Location, size, and characteristics of all loading and unloading areas
- _____ D. Location, size and specifications of all signs and advertising features with cross sections