



7401 N 32nd St
Richland, MI 49083
P: 269-629-4921
F: 269-629-5993

SITE PLAN REVIEW

Applicant _____ Ph _____

Mailing Address _____ Email _____
City State Zip

Property Owner _____ Ph _____

Mailing Address _____ Email: _____
City State Zip

Address of Subject Property _____ Parcel # _____

Zoning: _____ Lot Size _____

Brief description of Project: _____

*I (we), the undersigned do hereby submit **one packet that includes**: completed and signed application, and any other necessary drawings, supporting documentation, review fee, and escrow for the purpose of obtaining site plan approvals from the Planning commission. In making this application, I (we) acknowledge that the Township Planning commission has discretion to impose reasonable terms and conditions as a provision of any considered approval. In making this application, I (we) acknowledge that the Planning commission will review this site plan review application at a public meeting and that I (we) or a representative on my (our) behalf will be expected to attend the public meeting to provide information and answer questions, and that the meeting will be open to all interested persons who desire to attend. I (we) grant permission to any Richland Township official or representative to enter and inspect the subject property for purposes related to this application.*

Signature of Applicant: _____ Date: _____

Signature of Owner (Deed Holder): _____ Date: _____

Escrow affidavit attached _____ Site Plan checklist _____

Received by _____ Date received _____ Amount received _____



*******FOR OFFICE USE ONLY*******

Parcel # _____ Property Address _____

Applicant _____

REVIEWERS ACTION:

____ Application complete. Forward to next planning commission meeting and begin the process for public hearing. _____

Date of Meeting

____ Application complete. May be approved by ZA Administrator

____ Application complete. Prepare for next meeting. NO PUBLIC notice required.

____ Proceed with public noticing.

____ Hold Public noticing

Additional Comments:

SIGNATURE _____ DATE _____

Richland Township Zoning Administrator

All applications requiring a special exception use permit hereunder shall be accompanied by a diagram of the subject property, drawn to a selected scale, containing the following information:

- (a) A NORTH arrow and a graphic scale be provided.
- (b) All property lines shall be shown with their dimensions.
- (c) Location and dimensions of all existing and proposed structures (including the height of all proposed accessory buildings) on the subject property and any existing buildings on adjacent property within 50 feet of the subject property.
- (d) Location of any septic tank/or drywell on the subject property.

DRAWING- (to be filled out by applicant) Indicate the dimensions to property lines and road right of ways. Also indicate all utilities and any private easements, lakes, ponds, rivers or streams.



