Date:	
Application #:_	
Review Fee: \$_	

# APPLICATION FOR SITE PLAN REVIEW/SPECIAL LAND USE APPROVAL

☐Site Plan

Date

Special Land Use

-		Ray Townsl	hip
APPLICANT'S NA	AME	ΑI	DDRESS
CITY		ZIP	DDRESSPHONE:
NAME OF PROPO	SED DEVELOPMENT:		
PROPOSED USE:			
PARCEL IDENTIF	70 107031310		
COMPLETE LEGA	AL DESCRIPTION ( Use	opposite side or	attach separately)
EYICTING ZONIN	G.		SIZE (IN ACRES):
LEGAL OWNER:	NAME		
	NAME	ADDRESS	PHONE
SITE PLAN PREPA	ARER:		
If petitioner is not t	he owner, state basis for r	epresentative (i.e	e. Attorney, Representative, Option-to-Buy, etc.):
meeting, the third F Section 1201 of the Planning Commission case number assign Any additional cost applicant. All additional cost applicant. The undersigned decorrect. The undersigned	riday by 12 noon for resure Ray Township Zoning O on meeting. All plans mured by the Township. A resure is incurred by the Township tional fees shall be paid proposes that foregoing states signed authorizes the menupon the described premise.	bmissions. The ardinance. The arst be folded (8 ½ ecommendation ratio, above and be arior to the issuancements and answerbers of the Plan	rs prior to a scheduled Planning Commission site plan shall include all information required by pplicant or representative must be present at the x 11) when presented and include the individual may or may not be made at the meeting.  Yound the original review fee, shall be paid by the ce of any building permit.  Hers and accompanied information are true and ming Commission and any employees of the spect the proposed site before and after hearings
ACTION:			
T ADDD OVED			
☐ APPROVED			
	Signature of Applica	nt	Signature of Legal Owner (if not owner)
☐ DENIED			
	Please print or type na	ame	Please print or type name

Date Petition Filed	
Informal Review by Commission	
Approved Time Extension	<del></del>
Time added and data required	
<del></del>	
ACTION BY PLANNING COMMISSION Suggestions, Additions or Alterations Agreed to	By Applicant
<del></del> -	
<u> </u>	
Site Plan Approved as Attached Hereto, by Mot the day of 200	
	Chairman-Ray Township Planning Commission

# RAY TOWNSHIP

# SITE PLAN REVIEW CHECKLIST

· N	ame:		
D	ate:	<del>.</del>	Application No:
St	ıbmission Requirements:		
	Adequate copies. Prints sealed by registered architect or engineer. Complete legal description. Site zoning: Proposed structures and improvements. (including floor plans and elevations)	[ ] [ ] [ ] [ ] [ ]	Adjacent zoning, buildings or improvements. Building elevations and floor plans. Building surface material. Site topography and vegetation. Statistical data (residential). Pedestrian circulation. Exterior lighting. Trash receptacles and method of screening. Landscape plan. Equipment size and location (industrial). Surface drainage characteristics. Hazardous substances. Septic field location Storm water detention facility Water supply Drain locations
Revi	ew Relationships:		
] ] ] ]	Road relationships. Emergency vehicle access. Vehicular circulation. Pedestrian circulation. Off-street parking. Recreational relationships.	[]	Environmental features. Health, safety and welfare. Activity areas and buildings located to minimize adverse impacts. Screening and buffering to avoid nuisances.

District Requirements:

Approved – 03/15/05 Board Meeting	A	NON-REFUNDABLE.	ALL REVIEW FEES ARE NON-REFUNDABLE.	n needed.  A as incurred.	**************************************
\$550.00 \$700.00			\$150.00	*\$550.00 *\$550.00	Zoning Board of Appeals Special Meeting
\$1,670.00 + per lot fee	\$160.00	*\$450.00 + \$10/lot	*\$150.00 + \$3/lot	*\$910.00	Final Plat
\$1,735.00 + per lot fee	\$160.00	*\$215.00 + \$10/lot	*\$450.00 + \$4.50/lot	*\$910.00	Final Preliminary Plat
\$1,635.00 + per lot fee	* *	*\$275.00 + \$10/lot	*\$450.00 + \$9/lot	*\$910.00	<u>Subdivisions</u> Tentative Preliminary Plat
\$1,97000 + per unit fee	\$160.00	*\$450.00 + \$10/unit	*\$450.00 + \$7:50/unit	*\$910.00	Final Review
\$1,640.00 + per unit fee	*	*\$280.00 + \$10/unit	*\$450.00 + \$9/unit	*\$910.00	<u>Site Condo</u> Preliminary Review
\$1,000.00	* *	*\$150.00	\$320.00	*\$53000	Co-Locanon Cell Tower – New
\$890.00 + per acre fee	**	*\$140.00 ± \$10/acre	\$150.00	*\$600.00	Cell Tower -
\$1,350.00 + per acre fee	* *	*\$140.00 + \$10/acre	*\$300.00 + \$30/acre	*\$910.00	Semi-Public
\$1,500.00 + per unit/acre fee	* *	*\$140.00 + \$10/acre	*\$450.00 + \$3/unit	*\$910.00	Mobile Home
\$1,500.00 + per acre fee	* *	*\$140.00 + \$10/acre	*\$450.00 + \$75/acre	*\$910.00	Commercial/Industrial (Individual or Large Scale)
\$1,500.00 + per unit/acre fee \$1,500.00 + per unit/acre fee	* * *	*\$140.00 + \$10/acre *\$140.00 + \$10/acre	*\$450.00 + \$9/unit *\$450.00 + \$7.50/unit	*\$910.00 *\$910.00	Open Space or P.U.D. (Preliminary Plan) (Final Plan)
\$1,500.00 + per unit/acre fee	* *	*\$140.00 + \$10/acre	*\$450.00 + \$3/unit	*\$910.00	<u>Site Plan</u> <u>Multiple Family</u>
\$530.00			\$30.00	*\$500.00	Signs
\$1,720.00 + per acre fee \$1,725.00 + per acre fee	\$160.00 **	*\$140.00 + \$10/acre	*\$225.00 + \$7.50/acre \$450.00 + \$45/acre	*\$1,195.00 *\$1,275.00	Private Road Rezoning
TOTAL \$1,675.00 + per acre fee	WNSHIP	FEES FOR RAY TO ENGINEER *\$140.00 + \$10/acre	2015 SCHEDULE OF LAND USE FEES FOR RAY TOWNSHIP USTRATIVE PLANNER ENGINEER LEG. 1,085.00 *\$450.00 + \$45/acre *\$140.00 + \$10/acre **	2015 SCHE ADMINISTRATIVE *\$1,085.00	LAND USE DESCRIPTION Special Land Use

Fees not included above:
Engineering fees- 1.5% of Cost Estimate of project.
Engineering inspection fees- 5% of Cost Estimate.

# Meeting Dates and Deadlines for 2015

Planning Commission	ommission	Zoning Board of Appeals	opeals
Planning Commission Meetings	Deadline for Submissions	Z.B.A. Meetings	Deadline for Submissions
January 13, 2015	December 16, 2014	January 27, 2015	December 30, 2014
February 10, 2015	January 13, 2015	Scheduled if needed	At least 28 days prior
March 10, 2015	February 10, 2015	March 24, 2015	February 25, 2015
April 14, 2015	March 24, 2015	April 28, 2015	March 31, 2015
May 12, 2015	April 14, 2015	May 26, 2015	April 28, 2015
June 9, 2015	May 12, 2015	June 23, 2015	May 26, 2015
July 14, 2015	June 16, 2015	July 28, 2015	June 30, 2015
August 11, 2015	July 14, 2015	August 25, 2015	July 28, 2015
September 8, 2015	August 11, 2015	September 22, 2015	August 26, 2015
October 13, 2015	September 15, 2015	October 27, 2015	September 29, 2015
November 10, 2015	October 13, 2015	November 24, 2015	October 27, 2015
December 8, 2015	November 10, 2015	Scheduled if needed	At least 28 days prior

### **RAY TOWNSHIP**

# SPECIAL LAND USE PROCEDURES

# SUBMISSION REQUIREMENTS

Sixteen (16) copies of an Application for Special Land Use shall be filed with the Planning Department at least twenty one (21) days prior to the regularly scheduled Planning Commission meeting. Depending on the required notice and publication procedures, earlier submissions may be required. The application shall be accompanied by a folded site plan meeting the requirements of Section 1500 of the Ray Township Zoning Ordinance and the required fee as established by resolution of the Ray Township Board. Accompanying site plans shall be submitted to local review agencies as provided in the Township's adopted Site Plan Review Procedures.

# **PUBLIC HEARING NOTICES AND REQUIREMENTS**

The Planning Commission shall hold a public hearing in consideration of all special land use applications. One (1) notice of public hearing shall be published in a newspaper of general circulation in the Township. The notice shall appear in the paper not less than five (5) nor more than fifteen (15) days before the public hearing date.

The notice of public hearing shall also be sent to the owners and occupants of property within three hundred (300) feet from the property lines of the property which is the subject of the request for special land use approval. Notices shall observe the same timing requirements noted above and shall contain the following information:

- The nature of the special land use request.
- The property which is the subject of the special land use request.
- Where and when the request will be considered.
- Where and when written comments will be received concerning the request.

# PLANNING COMMISSION RECOMMENDATION

The Planning Commission shall review each request with respect to all applicable Zoning Ordinance requirements and the comments of all applicable review agencies and make a determination to either approve or deny the request for Special Land Use Approval. The Planning Commission may or may not take action at the public hearing.

Ray Township Special Land Use Procedures Page Two

# **Approval**

Upon determination by the Township Planning Commission that an application is in compliance with the Zoning Ordinance, as amended, and other appropriate plans and regulations, approval will be so indicated on the site plan and endorsed on the written application and clearly set forth in writing thereon the particular use(s) which have been allowed. As a part of the approval process, the Planning Commission shall review the planning standards of Section 1201. Upon approval, the Planning Department may forward such plans for engineering review and the Building Department may then issue a building permit in conformity with the particular special land use so approved. In all cases where a particular special land use has been granted, as provided herein, application for a building permit in pursuance thereof must be made and received by the Township and physical improvement to the site must be made not later than one (1) year thereafter, or such approval shall automatically be revoked; provided, however, the Township Board may grant an extension thereof for good cause shown under such terms and conditions and for such period of time not exceeding six (6) months as it shall determine to be necessary and appropriate.

### Denial

If the Township Planning Commission shall determine that the particular special land use(s) requested does not meet the standards of this Ordinance, or otherwise will tend to be injurious to the public health, safety, welfare or orderly development of the Township, it shall deny the application by a written endorsement thereon which clearly sets forth the reason for such denial. A decision to deny a special land use may be appealed to the Ray Township Board of Appeals.

# Certification of Plans and Engineering Plans

When approval has been granted by the Planning Commission, the Planning Commission Chair shall sign four (4) sets of plans, noting any special conditions or requirements on each set of plans. The applicant will then be required to submit engineering plans matching these approved site plans and meeting the requirements of Ordinance #60, the Ray Township Land Development and Engineering Standards Ordinance. These plans shall be accompanied by the appropriate fees as established by resolution of the Ray Township Board.

### Record

The decision on a special land use shall be incorporated in a statement of conclusions relative to the special land use under consideration. The statement shall specify the basis for the decision and any conditions imposed.

General Provisions

Districts / Uses

Developme Regulation

> Process / Developmen

Zoning Board of Appeals and Nonconforming

SECTION 2100 STATEMENT OF INTENT

The purpose of this Article is to provide the Township Planning Commission with the opportunity to review the proposed use of a site in relation to surrounding uses, accessibility, pedestrian and vehicular circulation, spatial relationships, off-street parking, public utilities, general drainage, environmental characteristics, site vegetation, screening and buffering, developmental characteristics and other site elements which may have an effect upon the public health, safety, morals and general welfare, and its relationship and harmony with adopted Township ordinances and plans. Site improvements and development shall conform exactly to the approved site plans and supplemental drawings as approved by the Planning Commission.

# SECTION 2101 SITE PLAN SUBMISSION REQUIREMENTS

1. A site plan shall be submitted for review by the Planning Commission whenever one or more of the following conditions apply:

Condition	
А.	Whenever a building permit is required for the erection or structural alteration of a building (other than one-family homes, farm buildings, or accessory structures to these uses, unless otherwise required by this Ordinance).
В.	For the construction, use, or establishment of a new or additional parking or storage area.
C.	For all special land uses.
D.	For any change in use or class of use as determined by the Township Building Official or his/her designee.
E.	The erection of, or addition to, any major utility service facilities, including towers, substations, pump stations and similar facilities.
, F.	Any site used for mitigation purposes (i.e. wetland mitigation)
G.	Any public road not otherwise regulated by Township Ordinance
H.	Any change to an approved site plan as determined by the Planning & Zoning Department

# SECTION 2102 SITE PLAN REVIEW CRITERIA.

- 1. The site plan shall present the proposed use of a site in relation to surrounding uses, accessibility, pedestrian and vehicular circulation, spatial relationships, off-street parking, public utilities, general drainage, environmental characteristics, site vegetation, screening and buffering, developmental characteristics and other site elements which may have an effect upon the public health, safety, morals, and general welfare and its relationship and harmony with adopted Township ordinances and plans.
- 2. All the development features, including the principal building or buildings and any accessory buildings or uses, open space, and any service roads, driveways and parking areas, shall be so located and related as to minimize the possibility of any adverse effects upon adjacent property, such as, but not limited to, channeling excessive traffic onto local residential streets, lack of adequate screening or buffering or parking or service areas, the accumulation of litter, production of noise, light, smoke, fumes, or the piling of plowed snow. Building groupings and circulation routes of traffic shall be located so as not to interfere with police or fire equipment access. Public streets adjacent or through the proposed development shall be required when it is essential to promoting and protecting public health, safety and general welfare, and to provide continuity to the public road system.

General Provisions

Districts / Uses

Development Regulations Recreation areas and facilities, such as playgrounds, pathways, open space and preservation areas, swimming pools and community buildings, shall be provided to the extent necessary to meet the anticipated needs of the residents of the project it is designed to serve. Provision of separate adult and tot-lot recreation areas adequately landscaped is encouraged. Recreation facilities generally should be provided in a central location and should be convenient to the project community center. In larger developments, however, recreation facilities can be decentralized, if more than one, or if made part of an open space area.

- 4. The site plan shall show that attention has been given in the placement of proposed buildings, parking areas, driveways, landscaping and other physical improvements of the site in relation to existing on-site natural features and vegetation such as trees, wooded areas, natural groves, and terrain features.
- 5. The Planning Commission may require further landscaping, fences, walls and berms pursuant to the objectives of this Ordinance, and such improvements shall be provided and maintained as a condition of the establishment and the continued maintenance of any use.
- 6. The site plan shall show that any proposed service roads, driveways, and parking areas are so related to each other within the site, and so related to the roads bordering the site as to promote pedestrian and vehicular safety and to minimize the likelihood of accidents.

# SECTION 2103 SUBMISSION REQUIREMENTS.

Whenever required by this Ordinance, a site plan meeting the following minimum standards shall be submitted, reviewed and approved by the Planning Commission prior to the issuance of a building permit.

Site Plan Eleme	
Administrative	Requirements
A.	Site Plan Review Application (appropriate number)
В, .	Sealed Site Plans (appropriate number)
	(1) Sealed by Architect, Engineer, Surveyor, Planner
C,	Complete Legal Description as well as Legal Description of Development Area (if different)
D,	Proposed Address
E.	Zoning of Site and Surrounding Properties
F.	Scale = 1"=20' (or other acceptable scale based on site size
G.	Original plan date and all revision dates
H.	North arrow
1.	Location map
<b>Existing Condit</b>	ions
A.	Existing Topography or suitable grade shots (2' contours)
B.	Benchmarks
C.	Trees (Individual or Groupings)
	(1) Indicate areas to be removed

D. Wetlands (as shown on official mapping)  (1) MIRIS  (2) National Wetlands inventory conducted by the Department of the I  (3) Macomb County General Wetlands Map  (4) Natural Features Inventory  (5) any other official wetlands map adopted by Ray Township  (6) Hydric Soils on Soil Conservation Service Mapping  E. Existing rights-of-way  F. Existing structures, pavement and improved areas (onsite)  G. Existing structures, pavement and improved areas (offsite within 200' as neces  Physical Improvements  A. Net acreage figures.  B. Location and designation of units by type of buildings.  C. Sidewalks and pathways.  D. Hydrant locations.  E. Exterior lighting locations with height, intensity, type and method of shielding.  F. Trash receptacle location, loading stops, and method of screening.  G. Transformer pad location and method of screening.  H. Proposed topography (or suitable grade shots)  Architectural  A. Front, Side, and Rear Elevations for all buildings  B. Typical Floor Plans  C. Number of bedrooms per unit (as necessary)  Dimensions  A. Front, side and rear yard dimensions.  B. Building length and width dimension.  C. Parking spaces with typical dimensions, including handicapped parking spaces.  Landscape  A. Greenbelt, obscuring wall or berm locations, and cross-sections, where appropri  B. Alandscape and screening plan for all unpaved areas.  Access and Maneuvering  A. Drive or street approaches, including acceleration, deceleration and passing lane lengths.	
(2) National Wetlands Inventory conducted by the Department of the I (3) Macomb County General Wetlands Map (4) Natural Features Inventory (5) any other official wetlands map adopted by Ray Township (6) Hydric Solis on Soil Conservation Service Mapping E. Existing rights-of-way F. Existing structures, pavement and improved areas (onsite) G. Existing structures, pavement and improved areas (offsite within 200' as neces Physical Improvements A. Net acreage figures. B. Location and designation of units by type of buildings. C. Sidewalks and pathways. D. Hydrant locations. E. Exterior lighting locations with height, intensity, type and method of shielding. F. Trash receptacle location, loading stops, and method of screening. G. Transformer pad location and method of screening. H. Proposed topography (or suitable grade shots)  Architectural A. Front, Side, and Rear Elevations for all buildings Typical Floor Plans C. Number of bedrooms per unit (as necessary)  Dimensions A. Front, side and rear yard dimensions. B. Building length and width dimension. C. Parking spaces with typical dimensions, including handicapped parking spaces.  Landscape A. Greenbelt, obscuring wall or berm locations, and cross-sections, where appropriate and screening plan for all unpaved areas.  Access and Maneuvering A. Drive or street approaches, including acceleration, deceleration and passing land Dedicated road right-of-way or dedicated maneuvering lanes and pavements.	
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Dedicated road right-of-way or dedicated maneuvering lanes and pavement	ies.
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C. Dedicated parking areas	

Utilities and Infra	structure	
A.		es serving the area located on the site.
В.	question.	s, locations and summary report data shall be shown where soil quality may in
C.	Surface dra quantity and	inage and drainage plan and indication of any BMPs utilized to control storm water I quality.
D.	Well and se	ptic location as well as associated utility lines
Miscellaneous		
A.	in accordan	ation of hazardous substances used, stored or generated at the proposed facility, ce with procedures approved by the Ray Township Planning Commission and Ray repartment.
В.		tial uses (Multiple-Family, Mobile Home Parks, and open space developments), following additional information:
,	(1)	Density calculations.
	(2)	Carport locations and details.
	(3)	Community building details and method of fencing the swimming pool, if applicable.
C.		of nonresidential uses (i.e., Commercial, Industrial, Special Land Use, and Office it), the following additional information shall be required:
	(1)	Loading and unloading area and method of screening.
	(2)	Total and usable floor area.
	(3)	Designation of fire lanes as approved by the Township.
	(4)	Where large equipment or machinery is to be installed as part of the development, the location, type, horsepower, fuel, dimension, and other data of all such equipment and/or machinery shall be indicated.
D.	Sign location	n and setbacks
	(1)	Sign appearance
	(2)	Sign lighting
	(3)	Sign materials
	(4)	Sign landscaping

 Where it is determined by the Planning Commission that certain requirements of this Section are not necessary to the review and understanding of a site, the Planning Commission may waive the requirements. SECTION 2104 PROCESSING PROCEDURES.

1. The proposed site plan shall be submitted to the Township Planning and Zoning Department who shall check the posted submission dates and transmit the plan and application to the following departments, agencies and consultants for their review:

Agency	
A.	Planning Commission File.
В.	Planning Commissioners (one for each).
C.	Township Planner.
D,	Township Engineer.
E.	Fire Department.
F.	Building Department.
G.	Assessor's Office (Check legal description)
Н.	Macomb County Road Commission or MDOT, whichever is appropriate (if necessary).
1,	Macomb County Public Works Commissioner (if necessary).
J.	Macomb County Health Department (if necessary).
K.	Appropriate School District (if necessary).

- 2. The Township Planning and Zoning Department shall place the site plan along with the available written comments from the various agencies and departments on the next available Planning Commission agenda (based on submittal date) for their review.
- The site plan shall be reviewed by the Planning Commission at a public meeting against the specific requirements of the Ordinance, including those items listed above and other acceptable planning concepts as appropriate.

# SECTION 2105 DECISIONS

- If approved or approved with additions, corrections, or alterations, the site plan shall be signed by the Planning Commission Chair as the official approved plan and all additions, corrections, or alterations shall be noted.
- 2. If not approved, the reasons for such denial shall be stated in writing and a copy of such reasons shall be promptly transmitted to the applicant.
- 3. If plans require significant alterations or if additional information is necessary to render a decision, the applicant may request that the planning commission postpone their decision until such time such alterations or information is provided for review.
- 4. Approval of the site plan (as submitted, or with additions, corrections, or alterations) by the Planning Commission shall satisfy the requirements of this Zoning Ordinance for the issuance of a zoning compliance permit. It shall not, however, exempt the petitioner from compliance with other Township ordinances.



General Provisions

Districts / Uses

Development Regulations

Process / Development

Zoning Board of Appeals and Nonconforming

Officially Notified of Approval

Administration)

Zoning Map

PROCESSING FLOWCHART SECTION 2106 Applicant Submits Application to Planning and Zoning Department Application and Site Plans are Sent to Township Planner, Application is Placed on Engineer, Fire Department, Planning Commission Agenda Building Department, and other Appropriate Authorities Reviews Are Transmitted Planning Commission Back to Planning & Zoning Conducts Review Department Planning Commission Makes Final Decision Planning Commission Tables apping Commiss . विद्यासीय देशका अध्यक्तिक स्थापना अध्यक्ति Sire Plan Application Site Plan Application Planning Commission Signs Applicant is Notified of Denial Three (3) Copies of Approved and the Reasons for Such Plans and Applicant is

Provisions

Districts / Uses

Development Regulations

Process / Developmen

Zoning Board of Appeals and Nonconforming

Administration

Zoning Map

SECTION 2107 APPROVAL PERIOD

1. A site plan approval shall be valid for one (1) year after the date of the Planning Commission meeting where approval was granted. If physical improvement of the site is not in actual progress at the end of a year and completed within two years, the approval becomes null and void unless renewed or extended by specific Planning Commission action. If approval is not extended before expiration of the one-year period, then a new application and a new approval shall be required before a building permit may be issued.

### SECTION 2108 FINANCIAL GUARANTEE

The Planning Commission shall require a cash deposit or other financial guarantee acceptable to the Township, covering the estimated cost of improvements associated with the approved site plan be deposited with the Township to ensure faithful completion of the improvements. The performance guarantee shall be deposited at the time of the issuance of the permit authorizing the activity or project, and any cash deposits shall be rebated in reasonable proportion to the ratio of work completed on the required improvements as work progresses.

Financial guarantees shall not expire prior to the completion of the proposed project. Appropriate assurance shall be provided which either notifies the Township that the financial guarantee is set to expire or that the financial guarantee has an evergreen clause or similar mechanism as a condition of the guarantee.

# SECTION 2109 SITE PLAN APPEAL

1. An applicant for a site plan approval may appeal the decision or absence of a decision of the Planning Commission to the Township Zoning Board of Appeals as described in this Ordinance.

SECTION 2200 STATEMENT OF INTENT.

For all Special Land Use Approvals, a site plan must be submitted to the Township Planning Commission according to the requirements of Section 2101, Site Plan. The following review standards are provided to allow an opportunity to use a lot or parcel of land for an activity which; under usual circumstances, might be detrimental to other permitted land uses and cannot be permitted within the same district, but which use can be permitted under circumstances unique to the proposed location and subject to conditions acceptable to the community and providing protection to adjacent land use.

# SECTION 2201 SPECIAL LAND USE APPROVAL REQUIRED.

A. In all cases the power to grant special land use approval shall be and hereby is vested in the Planning Commission.

Upon receipt of a written application and site plan, conducting the required public hearing and necessary review, the Planning Commission shall make a determination as to whether the proposed use or structure meets all ordinance requirements, the required standards and that there are no more adverse effects than would normally be associated with the subject district which in the opinion of the Planning Commission cause injury to the adjacent properties or residents, or the Township as a whole.

# SECTION 2202 SPECIAL LAND USE STANDARDS.

- A. In considering all applications for special land use approval, the Planning Commission shall review each case individually as to its conformity and must find affirmative to each of the following standards as well as the standards for each special land use approval:
  - 1. The proposed special approval land use will be of such location, size and character that it will be in harmony with the appropriate and orderly development of the surrounding neighborhood and/or vicinity and applicable regulations of the zoning district in which it is to be located.
  - 2. The use will be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration vehicular turning movements, routes of traffic flow, proximity and relationship to intersections, adequacy of sight distances, location and access to off-street parking and provisions for pedestrian traffic, with particular attention to minimizing pedestrian vehicle conflicts.
  - 3. The proposed use will be designated so that the location, size, intensity, site layout and periods of operation of the proposed use eliminate any excessive nuisance emanating there from which might be objectionable to the occupants of any other nearby permitted uses.
  - 4. The proposed use will be such that the proposed location and height of buildings or structures and location, nature and height of walls, fences and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.
  - 5. The proposed use is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected.
  - 6. The proposed use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located and will not be detrimental to existing and/or other permitted land uses in the zoning district.



### SPECIAL LAND USE APPROVAL

General Provisions

Districts / Uses

Development Regulations SECTION 2203 PROCEDURES.

- A. The appropriate number of copies of the proposed site plan and the application for special land use approval shall be submitted to the Township Offices on or before the set submission deadline. Copies of the application and site plan shall be submitted to the Planning Commission, Building Inspector, Fire Department, Planning Consultant, and other Township advisors as necessary (attorney, engineer, etc.). The Planning Commission may request comments from county, state or local agencies as they deem necessary.
- B. Upon receipt of an application (which shall also include the proposed site plan), the Township shall:
  - 1. publish a notice of public hearing in the local newspaper;
  - 2. submit a notice of same to owners of the property in question;
  - 3. send or deliver notices to persons with assessed property within three hundred (300) feet; and
  - 4. send notices to occupants within three hundred (300) feet.

The notice shall be published no less than fifteen (15) days prior to the Planning Commission meeting at which the application will be considered.

The notice shall:

- 1, Describe the nature of the special land use request.
- 2. Indicate the property which is the subject of the special land use request.
- 3. State when and where the special land use request will be considered.
- 4. Indicate when and where written comments will be received concerning the request.
- C. The Planning Commission shall review the application after proper notice has been given as required by State Law. The Commission shall base its recommendations upon review of the individual standards for that specific special land use, the standards of special land use approval and the requirements of this and all other applicable ordinances.
- D. The Planning Commission shall consider the special land use for approval, conditional approval or denial. If the Commission determines that the particular special land use(s) should be allowed, it shall clearly set forth in writing the particular use(s) which have been allowed. Thereafter, the Township may issue a building permit in conformity with the particular special land use approval. In all cases where a particular special land use has been granted, application for a building permit must be made and received by the Township not later than one (1) year thereafter, or such approval shall automatically be revoked. Provided, however, that the Planning Commission may grant an extension for good cause shown under such terms and conditions and for such period of time not exceeding twelve (12) months as it shall determine to be necessary and appropriate.
- E. If the Planning Commission shall determine that the particular special land use(s) requested does not meet the standards of this Ordinance it shall deny the application by a written endorsement which clearly sets forth the reason for such denial.
- F. The Planning Commission may impose such conditions or limitations in granting approval as may be permitted by State Law and this Ordinance which it deems necessary to fulfill the spirit and purpose of this Ordinance providing that such conditions meet the requirements of this Ordinance.



# SPECIAL LAND USE APPROVAL

- Any decision on a special land use shall be incorporated in a statement of conclusions relative to the special land G, use under consideration. The decision shall specify the basis for decision, and any conditions imposed.
- Appeals for dimensional aspects of a proposed special land use application shall be taken to the Township Zoning Н. Board of Appeals as provided in Act 110 of Public Acts of 2006 as amended.

General Provisions Districts / Uses PROCESSING FLOWCHART **SECTION 2204** Applicant Submits Application to Planning and Zoning Department Development Regulations Application is Placed on Planning Commission Agenda to Establish Public Hearing Application and Site Plans One Notice to Paper - No Less Planning and Zoning are Sent to Township Planner, Than 15 Days Prior to Public Department Sets Public Engineer, Fire Department, · Hearing Hearing and Sends Out Building Department, and Notice to Each Landowner Within Appropriate Notices other Appropriate Authorities 300 Feet of Subject Property Reviews Are Transmitted Planning Commission Back to Planning & Zoning oning Board of Appeals and Nonconforming Conducts Public Hearing Department Planning Commission Makes Final Decision : Planning Commission Sporoves Special Land Use: Plapping Commission Deriles Special Nand Wse Application Administration Planning Commission Tables Special Land Use Application Application Planning Commission Signs Applicant is Notified of Denial Three (3) Copies of Approved Zoning and the Reasons for Such Plans and Applicant is Officially Notified of Approval