

ROYALTON TOWNSHIP SITE PLAN CHECKLIST

APPLICANT IS REQUIRED TO SUBMIT:

1. A complete application on an approved form and a signed copy of this checklist
2. All required fees
3. 10 copies of the site plan, at an approved size - 20 business days prior to review date

SITE PLAN GENERAL INFORMATION REQUIREMENTS

- N/A
- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Detailed site plan providing a survey of entire property compliant of PA 132 of 1970 including property within 50 feet |
| <input type="checkbox"/> | <input type="checkbox"/> | Scale: no greater than 1" - 100; and all dimensions shall be provided |
| <input type="checkbox"/> | <input type="checkbox"/> | North arrow and a complete legend |
| <input type="checkbox"/> | <input type="checkbox"/> | Revision date (s) |
| <input type="checkbox"/> | <input type="checkbox"/> | Owner, development, preparer's information |
| <input type="checkbox"/> | <input type="checkbox"/> | Seal and signature; a registered architect, engineer, professional community planner or land surveyor |
| <input type="checkbox"/> | <input type="checkbox"/> | Legal description and address |
| <input type="checkbox"/> | <input type="checkbox"/> | Scale: Boundary lines with accurate dimensions, angles, and references to corners, sections, and/or plats with setbacks |

If Not Applicable, please explain - _____

EXISTING CONDITIONS

- N/A
- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Area of site with proposed public right-of-ways, utilities, easements, access, shared access and/or drainage |
| <input type="checkbox"/> | <input type="checkbox"/> | Area and dimensions of each lot depicted on the plan and dimensions of all existing structures |
| <input type="checkbox"/> | <input type="checkbox"/> | <u>Existing</u> topography with contours at no greater than 2 foot intervals |
| <input type="checkbox"/> | <input type="checkbox"/> | <u>Existing</u> drainage systems and structures, including a storm drainage and stormwater management plan (if applicable) |
| <input type="checkbox"/> | <input type="checkbox"/> | All swales, drains, basins, and other similar facilities at no greater than 2 foot intervals |
| <input type="checkbox"/> | <input type="checkbox"/> | Natural features within 50 feet of construction area and indication whether features are to be retained, removed or altered. |
| <input type="checkbox"/> | <input type="checkbox"/> | Natural features include but are not limited to woodlots, streams, lakes or ponds, and floodplains. Where stands of trees are to be preserved, the general location is to be indicated. |
| <input type="checkbox"/> | <input type="checkbox"/> | Existing roads, driveways, and structures within 100 feet of the construction site property must be shown on the plans. |
| <input type="checkbox"/> | <input type="checkbox"/> | The adjacent properties and their uses shall be identified; including the existing zoning districts. |

If Not Applicable, please explain - _____

PROPOSED SITE

- N/A
- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Shape, size, and location of all proposed structures (If detailed information about proposed structures is not available for site plan reviews, general areas of building locations shall be indicated with general information about the buildings). |
| <input type="checkbox"/> | <input type="checkbox"/> | Phasing plan (if applicable) |
| <input type="checkbox"/> | <input type="checkbox"/> | Density calculations |
| <input type="checkbox"/> | <input type="checkbox"/> | Ground coverage ratios |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of proposed easements or special land use arrangements |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of proposed utilities |
| <input type="checkbox"/> | <input type="checkbox"/> | Location of all existing and proposed fire hydrants, emergency vehicle access and sprinkler system connections |
| <input type="checkbox"/> | <input type="checkbox"/> | Soil erosion and sedimentation control permit approval |
| <input type="checkbox"/> | <input type="checkbox"/> | Storm water management plan and permit approval |
| <input type="checkbox"/> | <input type="checkbox"/> | Notation of any variances that have or are intended to be obtained |
| <input type="checkbox"/> | <input type="checkbox"/> | Any lot split or combination required |
| <input type="checkbox"/> | <input type="checkbox"/> | Demonstration of compatibility of proposed development with surrounding area |

If Not Applicable, please explain -

CIRCULATION/PARKING

- N/A
- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Location, width, and profile of proposed road, driveway, and pedestrian circulation patterns |
| <input type="checkbox"/> | <input type="checkbox"/> | Easements for right-of-way (utility, access, shared access, drainage) |
| <input type="checkbox"/> | <input type="checkbox"/> | Acceleration and deceleration lanes |
| <input type="checkbox"/> | <input type="checkbox"/> | The inside radius of all curves |
| <input type="checkbox"/> | <input type="checkbox"/> | The total number, layout, and dimension of parking spaces, including handicapped spaces. |
| <input type="checkbox"/> | <input type="checkbox"/> | Location and size of loading spaces (if required) |
| <input type="checkbox"/> | <input type="checkbox"/> | All directional signage, pavement markings, etc. |
| <input type="checkbox"/> | <input type="checkbox"/> | Street names |

If Not Applicable, please explain -

STRUCTURES

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Type of building materials, colors, and dimensions |
| <input type="checkbox"/> | <input type="checkbox"/> | Elevations from each direction |
| <input type="checkbox"/> | <input type="checkbox"/> | Floor plans |
| <input type="checkbox"/> | <input type="checkbox"/> | All existing and proposed overhangs or anopies and the proposed height above ground elevation |

If Not Applicable, please explain -

RESIDENTIAL PROJECTS (SITE SUMMARY)

N/A

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Property dimensions; number of proposed lots, set back or yard areas and building envelope |
| <input type="checkbox"/> | <input type="checkbox"/> | Recreational Facilities |
| <input type="checkbox"/> | <input type="checkbox"/> | Open space: location; percentage of area involved |

If Not Applicable, please explain -

COMMERCIAL PROJECTS

N/A

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Floor Plan: Office, storage, etc. dimensioned |
| <input type="checkbox"/> | <input type="checkbox"/> | Number of employees at maximum shift |
| <input type="checkbox"/> | <input type="checkbox"/> | Number of floors |
| <input type="checkbox"/> | <input type="checkbox"/> | Dumpster location and screening detail |
| <input type="checkbox"/> | <input type="checkbox"/> | Proposed outdoor or below ground storage facilities; hazardous substances use and storage on site |

If Not Applicable, please explain -

LANDSCAPE PLAN

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Location, spacing, size, and species of plant materials |
| <input type="checkbox"/> | <input type="checkbox"/> | Plant material to be retained and to be removed |
| <input type="checkbox"/> | <input type="checkbox"/> | Ground cover and method of irrigation |
| <input type="checkbox"/> | <input type="checkbox"/> | Maintenance procedures |

If Not Applicable, please explain -

SOLAR

N/A

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Site plan with all setbacks, height requirements, electrical plans |
| <input type="checkbox"/> | <input type="checkbox"/> | Screening/buffering/landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | Fenced areas |

If Not Applicable, please explain -

EXTERIOR LIGHTING

N/A

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Location, size, height, and type of all freestanding pole-mounted light fixtures |
| <input type="checkbox"/> | <input type="checkbox"/> | Location and type of all building mounted or other lighting sources |
| <input type="checkbox"/> | <input type="checkbox"/> | Include a photometric plan for the entire site |

If Not Applicable, please explain -

SIGNAGE

N/A

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Location, size, height and type of all proposed signs

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Color, lettering style and all sign details

If Not Applicable, please explain -

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Any additional information necessary to establish compliance with requirements of Royalton Township, Berrien County or the State of Michigan as well as the availability of adequate utility capacity. Every site plan submitted for review shall be reviewed by the Zoning Administrator. If deemed necessary, the plans shall also be submitted to additional Township departments, Officials or outside agencies or consultants for review and comment, at the applicant's expense.

The applicant or his/her agent shall indicate by signature that they agree and have reviewed this checklist, and all items required by this checklist and the Royalton Township Zoning Ordinance pertaining to the subject development have been placed on the site plan. All issues addressed in the Royalton Township Zoning Ordinance shall prevail over this checklist.

Applicant/Agent

Date
