

Application for Site Plan Approval

ITEM NO: _____ DATE: _____ RECEIVED/CHECKED BY PLANNING: _____

I (We) the undersigned, do hereby make application to the Planning Department of the City of Farmington Hills to develop the property herein described as and in support of this application the facts below are shown.

Petitions must be filed with the Planning Office by 3:30 p.m. on either:

**Option one: 1st day of the month to be pre reviewed (then revise, to re submit on the 18th)*

**Option two: 18th of the month to be heard at the Regular Hearing of the following month.*

If the 1st or 18th falls on a weekend or holiday, plans must be submitted by 12:00 noon on the following business day.

REQUIREMENTS FOR APPLICATION SUBMITTAL

- Eight (8) copies of Site and Landscape Plan, all plans must be folded 8 ½" X 11" letter size – architects seal up.
- Eight (8) copies of lighting plan of all proposed lighting, if part of the development, (Section 34-5.16)
- One (1) electronic copy sent by email to: ckettler@fhgov.com.
- Fifteen (15) reduced copies of Site and Landscape Plan (11" x 17").
- Proof of Ownership: Title Insurance; Purchase Agreement; Names of Principal Owners involved in any Corporation, Partnership, etc.
- Hazardous Substances Form completed.
- Tree Survey (Section 34-5.18) Three (3) copies Tree Survey; plus (2) copies superimposed.

Required Tree Survey Fee# of Trees: 6" or Larger: _____ Fee: \$ _____

(5 or fewer = \$320; 6-50 = \$580; 101-200 = \$750; 201-500 = \$1040; over 500 = \$1,200)

Required Site Plan Fee:

Base \$1,500.00 + Engineering \$200.00 + (Acreage Fee \$150.00 x acre or part of, _____) Fee: \$ _____

Required Landscape Plan Fee:

Six (6) copies of Landscape Plan/Open Space Plan, plus Fifteen (15) (11 x 17) copies.

Required Landscape Plan/Open Space Plan, Fee: \$475.00 + \$15.00/acre minimum, Fee: _____

Total Fee's due: \$ _____

SITE CHARACTERISTICS Subject Property Address: _____

Sidwell/Tax I.D.: #22-23-_____ Zoning District: _____

Proposed Use of Property: _____

Propose number of Employees: _____ Bldg. Sq. Footage: _____

THE PROPERTY IS OWNED BY:

Name: _____ Address: _____

City/State: _____ Zip: _____

Phone: _____ Email: _____

*Signature of Owner: _____ Print name: _____

APPLICANT:

Name: _____ Address: _____

City/State: _____ Zip: _____

Phone: _____ E-mail: _____

Applicants interest in property (if other than the owner).

*Signature of Applicant: _____ Print name: _____

ACTION BY PLANNING COMMISSION: APPROVED: _____ DENIED: _____