

Charter Township of Chocolay Township
Site Plan Review Checklist

This checklist is designed to be used when processing applications that require review under section 502 of the Zoning Ordinance.

Site Plan/Conditional Use #: _____ Date Received: _____

Reviewed by: _____

1. Is the proposed use: one or two family dwelling, temporary in nature, an accessory structure, a change in use that does not increase floor area by no more than 20% nor the already established parking by no more than 20%, or are there no changes in access locations or other site improvements?

Yes _____ No _____

If yes, then no site plan review is required unless the proposal is part of a Conditional Use Permit

2. Has a completed application been submitted with the plans?

Yes _____ No _____

3. Are there seven copies?

Yes _____ No _____

4. Has the applicant paid the required fee?

Yes _____ No _____

5. Does the site plan contain all of the following information:

- Small scale sketch of properties, streets and use of land within one quarter (1/4) mile of the area?
- A scale not exceeding one (1) inch equals one hundred (100) feet (1" = 100')?
- Date of preparation/revision?
- Name and address of preparer (must be a registered engineer, land surveyor, landscape architect, community planner, architect, or related professional)?
- Existing and proposed topography of the site at a minimum of two (2) foot intervals?
- Existing man-made features?
- Dimensions of setbacks?

- Locations, height, and size of buildings and structures?
- Locations of existing buildings and structures within one hundred (100) feet of the property?
- Street right of ways/access routes/internal circulation?
- Parking area layout in accordance with Section 500 of the Zoning Ordinance?
- Existing curb cuts within one hundred (100) feet of the property?
- Proposed grading?
- Location, size, and type of drainage areas, sanitary sewers, water services, storm sewers, and fire hydrants?
- Location, size, and type of fences, landscaping, buffer strips, or screening?
- Easements?
- Dimensions and number of proposed lots?
- Significant natural features and other natural characteristics, including but not limited to open space, stands of trees, brooks, ponds, flood plains, hills, and other similar assets?

Yes _____ No _____

If no because some of the items may be non-applicable or they are missing, then please list and explain here:

6. Site Plan:

Accepted _____ Rejected _____

If rejected, the reviewer shall notify the applicant of the deficiencies as soon as possible.