



### Application for Site Plan review Village of Paw

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

1. Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_
2. Property location (address or description): \_\_\_\_\_  
\_\_\_\_\_
3. Zoning classification: \_\_\_\_\_  
\_\_\_\_\_
4. Proposed Use: \_\_\_\_\_  
\_\_\_\_\_
5. Number of Structures: \_\_\_\_\_
6. Area of Proposed Structure (s): \_\_\_\_\_  
\_\_\_\_\_
7. Number of Dwelling Units (if Multiple Families): \_\_\_\_\_
8. Applicant's interest in the property (Title holder-owner, land contract, purchaser, tenant, or lessee, etc) \_\_\_\_\_  
\_\_\_\_\_
9. Indicate any restrictions which encumber the property (plat or deed restrictions, easements.) If any: \_\_\_\_\_  
\_\_\_\_\_
10. Owner or agent (capacity of agent): \_\_\_\_\_

I, the undersigned acknowledge that approval of this site plan by the Paw Paw Village Council constitutes an agreement with the Village of Paw Paw, and all improvements and obligations indicated herein shall be completed in a good and workmanlike manner, acceptable to the Township, within the times specified by ordinance.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/Agent

Note: A site plan must be included with this application, and review will be initiated when the appropriate fees have been paid. See checklist on the reverse side of this application.

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For Office use Only:

Date approved: \_\_\_\_\_

Conditions: \_\_\_\_\_

Date Rejected: \_\_\_\_\_

Reasons: \_\_\_\_\_

**Site Plan Checklist**  
**Village of Paw Paw**

N/A	YES	NO	
_____	_____	_____	1. Scale and North Arrow
_____	_____	_____	2. Legal Description
_____	_____	_____	3. Name, address and telephone number of owner, developer and designer.
_____	_____	_____	4. Vicinity Map showing land uses and transportation within 1000'.
_____	_____	_____	5. Property lines with dimensions and area or parcel.
_____	_____	_____	6. Existing and proposed topography on USGS Datum at contour levels of no more than two (2) feet.
_____	_____	_____	7. Natural features such as marshlands, streams, drains, lakes, wetlands area and tree stands
_____	_____	_____	8. Buildings - existing, proposed, and additions, including dimensions and type of construction.
_____	_____	_____	9. Building setbacks: front, side, rear, and clearance between buildings
_____	_____	_____	10. Site drainage plan including soil boring data to indicate permeability of substrata. Engineers Statement provided.
_____	_____	_____	11. First floor elevation on USGS Datum
_____	_____	_____	12. Proposed drive location, with, type and curb return radii.
_____	_____	_____	13. Parking spaces - location, size, type and number (including barrier free), and location of proposed lighting
_____	_____	_____	14. Rights-of-way and easements, whether public or private
_____	_____	_____	15. Existing and proposed utilities – such as: electrical, gas, telephone, water, and sanitary sewer and storm sewers.
_____	_____	_____	16. Location and method of screening of refuse disposal storage area.
_____	_____	_____	17. Landscaping Plan
_____	_____	_____	18. Location of signs - existing and proposed
_____	_____	_____	19. County Road Commission or MDOT approval
_____	_____	_____	20. County Health Department approval for wells and septic tanks
_____	_____	_____	21. DNR approval for development in floodway or wetland, stream discharges
_____	_____	_____	22. County Drain Commission approval for drainage and soil, erosion control
_____	_____	_____	23. County Road Commission review for street names
_____	_____	_____	24. Supplemental plan for disposal and storage of toxic or hazardous materials
_____	_____	_____	25. Indicate phasing of development.
_____	_____	_____	26. NOTE: If construction is on Kalamazoo you need approval from MDOT - prior to the Village Planning Commission Review.

## ARTICLE IV. SITE CONDOMINIUM DEVELOPMENT\*

**\*State law references:** Condominium act, MCL 559.101 et seq.

**Sec. 16-101. Purpose.**

It is the intent of the village to ensure that the appearance of the project and size of the building site or condominium lot are equivalent to the appearance of a subdivision and to the minimum lot size of the zoning district in which the project is located. It is also the intent to:

- (1) Provide for the orderly growth and harmonious development of the community;
  - (2) Secure adequate traffic circulation through coordinated street systems with relation to major thoroughfares, adjoining subdivisions and public facilities;
  - (3) Achieve individual property sites of maximum utility and livability;
  - (4) Secure adequate provisions for water supply, drainage, sanitary sewer and other health requirements;
  - (5) Secure adequate provisions for recreational areas, school sites, and other public facilities.
- (Ord. No. 364, § 1.0, 11-21-1997)

**Sec. 16-102. Definitions.**

For the purpose of this article all definitions used in the condominium act, Public Act No. 59 of 1978 (MCL 559.101 et seq.) and all applicable administrative regulations shall have the same meaning here. In addition, the following words as defined will also apply to this article, unless the context clearly indicates a different meaning:

*Building site* means a lot, or a two dimensional condominium unit of land (i.e. envelope, footprint) with or without limited common element designed for construction of a principal structure or a series of principal structures plus accessory buildings. All building sites shall have frontage on public or private roads.

*A common element* means portions of the condominium project other than the condominium units.

*Condominium project* means a plan or project consisting of not less than two condominium units established in conformance with the condominium act.

*Condominium subdivision plan* means the plan as required in this article, including but not limited to, the survey and utility plans, building site the existing and proposed structures and improvements including their location on the land.

*Condominium unit* means that portion of the condominium project designed and intended for separate ownership and use, as described in the master deed regardless of whether it is intended for residential, office, industrial or recreational use.

*Consolidating master deed* means the final amended master deed for a contractible condominium project, an expandable condominium project, or a condominium project containing convertible land or convertible space, which final amended master land or convertible space, which final amended master deed fully describes the condominium project as completed.

*Contractible condominium* means a condominium project from which any portion of the submitted land or buildings may be withdrawn pursuant to express provisions in the condominium documents and in accordance with this article and the condominium act.

*Limited common elements* means a portion of the condominium elements reserved in the master deed, for the exclusive use of less than all of the co-owners.

*Lot* means a measured portion of a parcel or tract of land which is described and fixed in a recorded plat or recorded in the master deed of a site condominium development.

*Master deed* means the legal document prepared and recorded pursuant to the condominium act within which are, or to which is attached as exhibits and incorporated by reference, the approved bylaws for the project and the approved condominium subdivision plan for the project.

*Parcel* means a tract or continuous area or acreage of land which is occupied or intended to be occupied by a building, series of buildings, accessory building, condominium units, or by any other use or activity permitted thereon including open spaces and setbacks required under this article, and having its frontage on a public street.

*Setback, front, side, and rear yard* means the distance measured from the respective front, side, and rear yard area lines associated with the lot, as described in the master deed.

(Ord. No. 364, § 2.0, 11-21-1997)

**Cross references:** Definitions generally, § 1-2.

**Sec. 16-103. Plan preparation.**

The preliminary plan shall be designed and drawn by a registered civil engineer, a registered land surveyor, a registered architect or a registered landscape architect and shall contain the following information:

- (1) *Existing conditions.*
  - a. Proposed name of the project.

- b. Full legal description to adequately describe the parcel or parcels comprising the project.
- c. Names and addresses of the applicant, owner, and professional who designed the project.
- d. Scale of the plan (maximum scale shall be 100 feet to an inch).
- e. Date of preparation.
- f. Cardinal points.
- g. Boundary lines of the proposed project.
- h. Property lines of adjacent tracts of subdivided and unsubdivided land shown in relation to the tract being proposed for site condominium subdivision including those areas across abutting roads.
- i. Location, widths, and names of existing or prior easements of record, public and/or private.
- j. Location of existing sewers, water mains, storm drains, telephone, electric, cable television and other underground utilities within or adjacent to the tract being proposed for a site condominium subdivision.
- k. Existing topographical information drawn at contours with a maximum of two-foot intervals.
- l. The location of significant natural features such as, but not limited to, natural watercourses, bodies of water, floodplains, stands of trees, and individual trees within the project's area having a diameter of 12 inches or greater at a height of two feet above existing grade.

(2) *Development plan details.*

- a. Layout of streets indicating proposed street names, right-of-way widths, and connections and adjoining streets and also the widths and locations of alleys, easements, public walkways, bike paths and other transportation related elements.
- b. Layouts, numbers and dimensions of lots, including building setback lines and showing dimensions and finished grade elevations of buildings first floor elevation.
- c. Proposed topography, including contour lines at the same interval as shown for existing topography.
- d. Indication of the parcels of land and/or easements intended to be dedicated or set aside for public use and a description of the common elements of the project and the use and occupancy restrictions as will be contained in the master deed.
- e. An indication of the ownership and existing and proposed use of any parcels identified as "excepted" on the preliminary plan. If the applicant has an interest, or owns any parcel so identified as "excepted," the preliminary plan shall indicate how this property could be developed in accordance with the requirements of the existing zoning district in which it is located and with an acceptable relationship to the layout of the proposed preliminary plan.
- f. Statement describing the sewage disposal system.
- g. Statement describing the water supply system.
- h. Schematic indication and description of storm drainage acceptable to the village.
- i. In the case where the applicant wishes to develop a given area, but wishes to begin with only a portion of the total area, the preliminary plan shall include the proposed general layout for the entire area. The part which is proposed to be developed first shall be clearly superimposed upon the overall plan in order to illustrate clearly the method of development which the applicant intends to follow. Each subsequent development shall follow the same procedure until the entire area controlled by the applicant is subdivided. Each phase of the development shall not exceed, on a cumulative basis, the average density allowed for the entire development.
- j. An indication of the means by which and to what extent significant natural features such as watercourses, bodies of water, stands of trees, and individual trees (apart from stands of trees) having a diameter of 12 inches or greater at a height of two feet above existing grade, are to be preserved in conjunction with the development of the proposed project.
- k. If the project is proposed to be developed under the planned unit development option of the village's zoning ordinance, it shall follow the procedure outlined in section 42-403.
- l. Indication of the approximate area for all site improvements including roads, utilities, drains, and all building activity that will have to be cleared and graded in order to develop the proposed project.
- m. Specification of the significant ecological areas that are to be preserved in their natural state. The intent is not to require a detailed grading plan at this time but to ensure that the developer's consultant has given sufficient thought to the clearing and grading requirements in preparing the preliminary plan.

(Ord. No. 364, § 3.0, 11-21-1997)

**Sec. 16-104. Design layout standards and improvements.**

- (a) *Requirements and standards.* The requirements and standards contained in the published construction and utility design standards, as detailed by ordinance, shall apply and are herein incorporated by reference.
- (b) *Construction of development in phases.* For developments where construction is to occur in phases, that portion which is constructed shall conform with all laws, ordinances and regulations of all governmental bodies having jurisdiction, and be capable of functioning independently without further improvements, including, additional roads, drainage, or utilities.

(Ord. No. 364, § 4.0, 11-21-1997)

**Sec. 16-105. Review procedure.**

The procedure for review and approval of a plan for a site condominium project shall consist of initial review by the planning commission and final review and approval by village council.

(1) *Planning commission review of preliminary plan.*

- a. The applicant shall submit 11 copies of the preliminary plan to the village at least ten days prior to a regularly scheduled planning commission meeting so the plan can be placed on the agenda and given time for technical review.
- b. Upon review the planning commission shall make a recommendation to the village council to grant or deny approval of the plan or to grant conditional approval based on the following:
  1. The standards for approval contained in chapter 42, article V.
  2. Conformity of the proposed site condominium and its related bylaws with the objectives of the village's land use plan.
  3. Project developer's financial and technical capacity to meet the design and improvement standards of this article.
- c. Planning commission actions as specified above.
  1. *Recommend approval.* Upon determination that the plan is in compliance with the standards and requirements of this article and other applicable ordinances and laws, the planning commission recommends approval.
  2. *Recommend approval subject to conditions.* Upon determination that a plan is in compliance except for minor modifications, the conditions for approval shall be identified and the applicant shall be given the opportunity to correct the site plan. The conditions may include the need to obtain approvals from other agencies.
  3. *Recommend denial.* Upon determination that a plan does not comply with the standards and regulations set forth in this article, or requires extensive revision in order to comply with said standards and regulations, the planning commission shall recommend the plan be denied.

(2) *Village council review of preliminary plan.*

- a. After the planning commission makes a recommendation on the preliminary plan, the applicant shall make any required modifications and submit sufficient copies of the revised plan (as specified on the application form) for village council review. The preliminary plan and supporting materials shall be submitted at least ten days prior to a scheduled meeting at which village council review is desired.
- b. The village council shall make a relevant determination based on the requirements and standards in this article, taking into consideration the comments and recommendations of the planning commission, village departments and other reviewing agencies. The village council is authorized to grant approval, grant approval subject to conditions, or reject a plan.

(3) *Recording of plan review action.* Each action taken with reference to a plan review shall be duly recorded in the minutes of the planning commission or village council as appropriate. The grounds for action taken upon each plan shall also be recorded in the minutes.

(4) *Duration of approval.* Approval shall confer on the proprietor for a period of one year from the date of approval.

(5) *Submission of preliminary plan.* Upon receipt of preliminary plan approval, the proprietor shall submit the preliminary plan to all authorities as required by local and state regulations such as MDOT, MDEQ, and shall deliver two copies of the preliminary plan to the superintendent of the village school district.

(6) *Final plan approval required for construction; minor clearing.* No installation or construction of any improvements or land balancing or grading shall be made or begun until the final plan has been approved. No removal of trees and/or other vegetation shall be started at this time except for minor clearing required for surveying and staking purposes.

(7) *Final plan approval.* The final plan shall conform substantially to the approved preliminary plan and shall be prepared by a registered land surveyor or registered engineer. The final plan shall also constitute only that portion of the approved preliminary plan which the proprietor proposes to record and develop at that time and conform in all respects with the requirements of the condominium act. The procedure for the preparation and submittal of a plan for final approval shall be as follows:

- a. *Conditions for approval.* In addition to all other requirements of this article and of the condominium act, final plan approval shall occur only if the proprietor has complied with the following:
  1. Received approval of the preliminary plan.
  2. Received approval of the engineering construction plans for all improvements to be built in accordance with the standards and specifications adopted by the village and received notification of the issuance of the appropriate county, state and village construction permits for utilities.
  3. Received certification that all fees required by this article have been paid, and that engineering review fees and other charges and deposits specified in this article have been paid.
  4. Received approval of the lot drainage, and the soil erosion and sedimentation plan.
  5. Provided a policy of title insurance, currently in force, covering all the land within the boundaries of the proposed development, establishing ownership interest of record and other information deemed necessary by the village.
  6. Deposited with the village the financial guarantees as may be required by this article.
  7. If the installation of landscaping, trees and street lights has been required by the village, the proprietor and the village may enter into a special agreement to ensure installation.

8. The village and the proprietor shall have entered into any necessary agreement for the review and inspection of the installation of public improvements and their conformance with the construction plan that may have been required.
9. The proprietor shall have delivered two copies of the master deed and condominium bylaws in final recordable form.
- b. *Approval procedures.* Approval procedures shall be as follows:
1. At their next scheduled meeting the village council shall:
    - i. Approve the final plan if it meets the requirements of this article and the condominium act; or
    - ii. Reject the final plan, if it does not meet such requirements.
  2. Approval of the final plan shall confer upon the proprietor for a period of two years from the date of village council approval, the conditional right that the general terms and conditions under which the final approval of the plan was granted will not be changed.
  3. Upon approval of the final plan by the village council the subsequent approvals required by the condominium act shall follow the procedure set forth therein, including the registration of the master deed with the county register of deeds.
- (Ord. No. 364, § 5.0, 11-21-1997)

### **Sec. 16-106. Improvements, completion and guaranty.**

- (a) Before the acceptance of public improvements by the village council, the developer of the condominium project shall complete all the street, sanitary and other improvements, including condominium unit improvement. The developer shall also convey such improvements to the village free and clear of all liens and encumbrances on the property and public improvements thus dedicated.
- (b) In lieu of completion of all improvements and with the specific consent of the council, acceptance of the public improvements may be authorized. As a condition of such acceptance, prior to the undertaking of any improvement, the developer shall deposit with the village a true copy of an acceptable agreement showing that the developer has deposited with the bank or other agent acceptable to the village, cash, certified check, an irrevocable bank letter of credit or a surety bond, in an amount estimated by the village engineer as sufficient to secure to the village the satisfactory construction, installation and dedication of the required improvements. The amount of deposit shall also secure any public improvements on the individual units of the project. The amount of the deposit shall represent 125 percent of the estimated construction costs of completion of the required improvements. Such deposit shall comply with all statutory requirements and shall be satisfactory to the village attorney as to form, sufficiency and manner of execution as set forth in this article.
- (c) If the required improvements are not completed within the time period specified by council, the village may thereupon declare the guaranty or surety to be in default and require that all the improvements be installed regardless of the extent of building development at the time the guaranty or surety is declared to be in default.
- (Ord. No. 364, § 6.0, 11-21-1997)

### **Sec. 16-107. Interpretation.**

- (a) *Application of traditional definitions.* In the review of preliminary and final plans, as well as engineering plans, it is recognized that it may not be feasible to precisely apply traditional definitions and measures which have been provided for and which would be made for developments proposed under the land division act, Public Act No. 288 of 1967 (MCL 560.101 et seq.) and the condominium act, Public Act No. 59 of 1978 (MCL 559.101 et seq.). However, the review of plans submitted under this article shall be accomplished with the objective and intent of achieving the same results as if the improvements were being proposed pursuant to the land division act, Public Act No. 288 of 1967 (MCL 560.101 et seq.), including, without limitation, conformance with all requirements of chapter 42 of this Code regarding zoning, as amended.
- (b) *Conflict with existing regulations.* These regulations are not intended to repeal, abrogate, annul, or in any manner interfere with existing regulations or laws of the village nor conflict with any statutes of the state or the county except that these regulations shall prevail in cases where these regulations impose a greater restriction than is provided by existing statutes, laws, or regulations. Nothing in this article shall be construed as requiring a site condominium subdivision to obtain plat approval under the land division act, Public Act No. 288 of 1967 (MCL 560.101 et seq.).
- (Ord. No. 364, § 7.0, 11-21-1997)

## ARTICLE V. DEVELOPMENT REGULATIONS

### **Sec. 42-401. Schedule of district regulations.**

- (a) Regulations affecting the arrangement of buildings, materials and equipment occupying such land for each of the districts are hereby established as set forth in the schedule of regulations.
- (b) Footnotes to schedule of regulations.

- (1) In all residential districts, the required front setback shall not be used for off-street parking, loading, or unloading, and shall remain as open space unoccupied and unobstructed from the ground upward except for landscaping, plant materials, or vehicle access drives.
  - (2) Where lots are on a river or a lake, the property shall be treated as a through lot and have required front yards on both frontages. For lots with frontage on Maple Lake, an accessory building may be built within the required front yard in accordance with section 42-370.
  - (3) The minimum floor area per dwelling unit shall not include areas of basements, breezeways, unenclosed porches, terraces, attached garages, attached sheds, but shall include all types of dwelling units.
  - (4) In the R-1 and R-2 districts, the width of side setbacks, which abut upon a street on the same side or on the opposite side of the same block, upon which other residential lots front, shall not be less than the required front setback for said homes which front upon said side street.
  - (5) Site requirements. Single-family detached and two-family dwellings permitted in the RM district shall observe the same area, height, bulk, and placement requirements of the R-2 district.
  - (6) For every parcel on which a multiple-family dwelling is erected, there shall be provided a side setback on each side of the parcel, as indicated in the schedule. Each side setback shall be increased beyond the setback spaces indicated by one foot for each ten feet or part thereof by which the length of the multiple-family dwelling exceeds 40 feet in overall dimension along the adjoining parcel line.
  - (7) Where two or more multiple-family dwellings are erected upon the same parcel, a minimum setback space of 20 feet in width shall be provided between structures. This setback width shall be increased by two feet for each ten feet or part thereof, by which each multiple dwelling, having common setbacks, exceeds 40 feet in length on that side of the dwelling facing the common setback.
  - (8) Where any B-1, B-2 or CBD district borders on a side street, whereon a residential zoning district exists in the same block, there shall be provided a setback of five feet for all commercial buildings and parking and loading areas.
  - (9) Where B-1, B-2 or CBD district borders a residentially zoned district and the districts are not separated by an alley or street, there shall be a minimum building setback of ten feet from the property line.
  - (10) Loading space shall be provided for the rear yard in the ratio of at least ten square feet per front foot of the building. Where an alley or street exists or is provided at the rear of buildings, the rear building setback and loading requirements may be computed from the center of said alley or street. The board of appeals may waive this requirement in cases where this section causes undue hardship.
  - (11) Land uses within the CBD central business district zoning district shall be exempt from providing off-street parking.
  - (12) Where 30 percent or more of all of the frontage on one side of the street between two intersecting streets has been built up with permanent residences, the average front yard setback of such residence shall be a minimum front yard setback line for that side of the street between such intersecting streets.
- (Ord. No. 394, § 14.1, 7-14-2003)

### **Sec. 42-402. Site plan review and approval.**

A site plan review procedure is hereby established for the village. The purpose of a site review is to determine compliance with the provisions set forth in this chapter and to promote the orderly development of the village, the stability of land values and investments in the general welfare, and to help prevent impairment or depreciation of land values and development by the erection of structures or additions or alteration thereto without proper attention to siting and appearance. The following provisions in this section shall apply to all uses requiring site plan review by this chapter.

- (1) Procedure. All site plans as required by this chapter shall be submitted to the village in 11 copies, including not less than three copies sealed by an engineer, architect or landscape architect. The village shall adhere to the following procedures in the review of the site plan. All site plan reviews shall use the following procedures:
  - a. Professional review. Professional review by an approved architect, planner or engineer may be obtained by the village. The cost of review will be passed along to the applicant. No zoning permit will be issued until this fee is paid.
  - b. Planning commission review. The planning commission shall review the site plan as its next regularly scheduled meeting. The planning commission may elect to postpone a decision on the site plan until its next regularly scheduled meeting if the site plan is determined to be incomplete or has been submitted within 14 calendar days of the meeting.
  - c. Planning commission approval. The planning commission shall recommend with specified changes and/or conditions, or recommend disapproval the applicant's request, using the standards described in subsection (4) of this section.
  - d. Conditions or changes to be recorded. Conditions or changes stipulated by the planning commission shall be recorded in the minutes of the meeting and made available to the applicant in writing. All three copies of recommended site plan, with or without changes, shall contain the signatures of the chair of the planning commission, and the building inspector and the applicant.
  - e. Submitted copies to be kept on file. Of the 11 copies submitted, two sealed copies shall be kept on file by the village, and one copy returned to the applicant.
  - f. Village council approval or disapproval. The village council shall have the function and power to approve or disapprove the site plan subject to compliance with such modifications and conditions as may be deemed necessary to carry out the purpose of these regulations and other ordinances or resolutions of the village.

- g. Request by council of additional council approval. The village council shall have the function and power to request additional professional review from the village attorney, engineering consultant and/or planning consultant and/or planning consultant, and the applicant shall be responsible for any and all charges incurred therefore.
- h. Revocation of approval. The site plan approval may be revoked in any case where the conditions of such approval have not been or are not being complied with, in which case the village council shall give the applicant notice of intention to revoke such approval at least ten days prior to review of the approval by the village council. After conclusion of such review the village council may revoke such approval if it feels that a violation in fact exists and has not been remedied prior to such learning.
- (2) Submission requirements. The following information shall accompany all plans submitted for review:
- a. Village application.
  - b. A legal description of the property under consideration.
  - c. A map indicating the gross land area of the development, the present zoning classification thereof and the zoning classification and land use of the area surrounding the proposed development, including the location of structures and other improvements.
  - d. The names and addresses of the architect, planner, designer, or engineer responsible for the preparation of the site plan.
  - e. Drawings or sketches of the exterior and elevations, and/or perspective drawings of the building or structures under consideration.
- (3) Site plan requirements. The following information shall be included on the site plan:
- a. A scale of not less than one inch equals 40 feet, if the subject property is less than three acres, and one inch equals 100 feet if it is three acres or more.
  - b. Date, north point and scale.
  - c. The dimensions of all lot and property lines, showing the relationship of the subject property to abutting properties.
  - d. The siting of all structures, including outside mechanical equipment, on the subject property and abutting properties.
  - e. The location of each proposed structure in the development area, the use to be contained therein, the number of stories, gross building areas, distances between structures and lot lines, setback lines, and approximate location of vehicular entrances and loading points.
  - f. The location of all existing and proposed drives and parking areas with the number of parking and/or loading spaces provided.
  - g. All pedestrian walks, malls and open areas.
  - h. Location and height of all walls, fences and screen planting, including a general plan for the landscaping of the development and the method by which landscaping is to be accomplished and maintained. (Plant materials shall be chosen and installed in accordance with standards recommended by the county cooperative extension or American Nursery Association).
  - i. The location and right-of-way widths of all abutting streets.
  - j. Types of surfacing, such as paving, turfing or gravel to be used at the various locations.
  - k. A stormwater disposal plan, including a grading plan, with topographic elevations of the site and surrounding area, showing the proposed method of stormwater disposal, and providing design criteria and calculations in accordance with criteria identified in subsection 42-402(3)q.
  - l. Size and location of proposed sewer and water lines and connections.
  - m. The number of proposed units (for multiple-family developments).
  - n. Significant environmental features such as wetlands, shoreline, streams, woodlots, existing trees and vegetation.
  - o. Information as may be required by the planning commission and village council to assist in the consideration of the proposed development.
  - p. The location, type and intensity of proposed exterior lighting.
  - q. Storm drainage controls must be provided to maintain groundwater discharge, prevent flooding and minimize the potential for pollutants to enter waterways. For the first flush calculation, if on site retention (detention or infiltration) is proposed, stormwater (capacity) retention is required in the amount of 1,815 cubic feet per impervious acre which is equivalent to 0.5 inch of runoff per impervious acre. A minimum volume of 550 cubic feet shall be retained for sites less than 0.3 acres of impervious surface. For stormwater which is to be directed off site, detention must be provided with a 25-year storm event, volume to be released at 0.15 cubic feet per second per contributing catchments acre.
- (4) Standards. In order that buildings, open space and landscaping will be in harmony with other structures and improvements in the area, and to assure that no undesirable health, safety, noise and traffic conditions will result from the development, the planning commission shall determine whether the site plan meets the following criteria, unless the planning commission determines that one or more of such criteria are inapplicable:
- a. The vehicular transportation system shall provide for circulation throughout the site and for efficient ingress and egress to all parts of the site by fire and safety equipment.
  - b. Pedestrian walkways shall be provided as deemed necessary by the planning commission for separating pedestrian and vehicular traffic.
  - c. Recreation and open space areas shall be provided in all multiple-family residential developments.
  - d. The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in this chapter, unless otherwise provided.

- e. The requirements for fencing, walks, and other protective barriers shall be complied with as provided in this chapter and as deemed appropriate by the planning commission.
  - f. The site plan shall provide for adequate storage and loading space for the use therein.
  - g. Security measures shall be provided as deemed necessary by the police chief for resident protection in all multiple-family residential developments.
  - h. Fire protection measures shall be provided as deemed necessary by the fire chief in conformance with all applicable laws of the state for the protection of residents and/or occupants of the structures.
  - i. The site plan shall comply with all requirements of the applicable zoning district, unless otherwise provided.
- (5) Site change. Any structure, use, or field change added subsequent to the initial site plan approval must be approved by the village council after recommendation from the village planning commission. Incidental and minor variations of the approved site plan with the written approval of the village shall not invalidate prior site plan approval.
- (6) Phased construction. Where phases or staged construction is contemplated for the development of a project, the site plan submitted must show the inter-relationship of the proposed project to the future stages, including the following:
- a. Relationship and identification of future structures, roadways, drainage, water, and sewer.
  - b. Pedestrian and vehicular circulation.
  - c. Time schedule for completion of the various phases of the proposed construction.
  - d. Temporary facilities or construction of same as required to facilitate the stated development.
- (7) Expiration of approved site plans. Approved site plans shall commence construction within a period of 12 consecutive months after date of approval by the village council. Site plans failing to comply with this provision shall be deemed expired. Developers/owners of this project shall be notified of the expiration in writing and informed of site plan approval if the project is to proceed.
- (8) Site plan requirements for structures built, placed, expanded or externally altered; minor development review. The village designee, as appointed by the village council to expedite the review of structures built, placed, expanded, or externally altered whose construction does not affect access, circulation, parking requirements; drainage or landscaping requirements may approve a site plan containing the following information:
- a. A legal description of the property under consideration.
  - b. The land uses of the area surrounding the project.
  - c. Date, north point, and scale.
  - d. The dimensions of all lot and property lines.
  - e. The location of all structures on the subject property.
  - f. Significant environmental features such wetlands, shorelines, streams, and trees.
  - g. The nature of the proposed project.
- (Ord. No. 394, § 14.2, 7-14-2003; Ord. No. 413, § 6, 4-14-2008)
- State law references: Site plan, MCL 125.3501.