

CHARTER TOWNSHIP OF CALEDONIA
APPLICATION FOR PRELIMINARY PLAT REVIEW
OR SITE CONDOMINIUM REVIEW

OFFICIAL USE ONLY

Date Received: _____

Check Number: _____

The intent of Plat or Site Condominium review is to provide for consultation and cooperation between the developer and the Township so that both parties might realize maximum utilization of land and minimum adverse effects upon the surrounding land uses, consistent with the requirements and purposes of the Zoning Ordinance. Through the application of site plan provisions, the attainment of the aims of the General Development Plan will be assured and the Township will develop in an orderly fashion. If the request also includes a private road, please submit all required forms and submittal materials for the private road at the time of site condo submittal.

THIS FORM MUST BE COMPLETED AND SUBMITTED IN ITS ENTIRETY, INCLUDING SUPPLEMENTAL MATERIALS AND THE APPLICATION FEE, IN ORDER TO ASSURE PROPER REVIEW. INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.

Applicant's Name _____ **Daytime Phone** () _____

Email Address _____

Agent's Name (if any) _____ **Daytime Phone** () _____

Email Address _____

Address _____ **Zip Code** _____

Property interest of applicant (owner, contract purchaser, etc.) _____

Name of owner (if different than applicant) _____

Property Address: _____ Parcel Number: 41-23-

Current Zoning District _____

PROJECT CHARACTERISTICS

1.) Gross site acres

2.) Gross parking area sq.ft.

3.) Gross landscape area..... sq.ft.

4.) Gross floor area of all structures sq.ft.

5.) Number of parking stalls.....

6.) Number of employees

7.) Seating capacity.....

8.) Number of housing units.....

9.) Gross open space area (acres)

10.) Gross road right-of-way area.....

11.) Site security:
 Fence Alarm Other (describe)

12.) Activity Description:

- | | |
|---|--|
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Warehousing |
| <input type="checkbox"/> Retail Trade | <input type="checkbox"/> Service |
| <input type="checkbox"/> Transportation | <input type="checkbox"/> Entertainment |
| <input type="checkbox"/> Condominium | <input type="checkbox"/> Amendment |
| <input type="checkbox"/> Other | |

APPLICANT COMPLETE:

Name of Project:

Billing Address:

Contact Person/Phone:

Describe, as specifically as possible, the Preliminary Plat or Site Condominium details.

I hereby certify that the above statements are true, complete, and accurate to the best of my knowledge.

Signature of Applicant **X** _____ Date **X** _____

Optional: I hereby grant permission for members of the Caledonia Township Planning Commission, Township Board and/or Township Staff to enter the above-described property for the purpose of gathering information related to the application.
Note to Applicant: This permission is optional.

Signature of Owner **X** _____ Date **X** _____

Please see the Subdivision Ordinance or Chapter 29 of the Zoning Ordinance for the list of supportive materials which must accompany this petition, and deliver or mail to the Charter Township of Caledonia, 8196 Broadmoor Ave. SE, Caledonia, MI 49316, phone (616) 891-0070.

Application and Fee

Each application must be accompanied by the appropriate application and escrow fees in accordance with the schedule of fees adopted by the Township Board on October 5, 2016.

<u>Application Fee</u>	<u>Security Deposit/Escrow Fee</u>
\$500	\$3,000

Site condominium projects are required to submit a complete site plan per the standards of Chapter XVIII. Additionally, if a private road is proposed, the applicant shall submit all required materials per Section 3.29 of the Zoning Ordinance.

Please attach 14 copies of all application materials including 14 copies of the fully dimensioned site plan which depicts the land affected by the proposal.

- 5 folded 24x36 copies of full submittal package
- 9 copies of 11x17 reductions
- 1 digital copy of entire submittal in pdf format

Application and escrow security deposit fees shall be in the amount established by resolution of the Township Board of Trustees. One check may be written to cover both application and escrow fees. Application fees are not refundable. Escrow fees are considered a security deposit for the project, and will be refunded upon completion of the project. **Ongoing charges incurred during the review and processing of applications, such as engineering and legal fees, will be billed back to the applicant for payment.** Failure to pay ongoing charges will result in the withholding of project approval.

I have read and understood the Township’s Security Deposit/Escrow Fee Policy:

Signature of Owner **X** _____ Date **X** _____