



PORT SHELDON TOWNSHIP

16201 Port Sheldon Street, West Olive, MI 49460
Telephone 616-399-6121 Fax 616-399-7173
www.portsheldontwp.org | info@portsheldontwp.org

SITE PLAN REVIEW APPLICATION

Submit at least 28 days prior to desired meeting to:
Port Sheldon Township
16201 Port Sheldon Street, West Olive, MI 49460 616-399-6121

Parcel # _____ Date paid _____

Address of subject property _____

Name of Property Owner _____

Applicants Name _____ Phone # _____

Applicants mailing address _____

Proposed Use _____

Submit 10 copies of the Site Plan with this application. Site Plan must include the following (Article XXI, Section 21.03 (b) (3) of Port Sheldon Township Zoning Ordinance):

- A. Scale, not to exceed 1" = 100'
- B. Location map showing all road intersections within 500 feet.
- C. All structures, wooded areas and topography with two-foot intervals, except where the slope exceeds five (5) percent, in which case contour intervals may be ten feet.
- D. All lot lines, and owners of lots within 300 feet of the site (as amended June 12, 1986)
- E. Streets, easements, watercourses and right-of-ways.
- F. Utility and drainage plans and information.
- G. Preliminary plans for elevations and locations of structures.
- H. Preliminary plans for parking, lighting, loading, signs and landscaping.
- I. Any extension of off-tract improvements necessitated by the proposed development.
- J. Any other items as required by the Planning Commission (as amended June 12, 1986).

Signature of owner/agent (circle one) and date

FILING FEE: Small Site Plan \$900.00 (+) Large Site Plan \$1200.00 (+)*

*Requires escrow account for \$1500.00 to offset additional engineering, planning, or legal costs incurred by the township per application. If the amount held in escrow becomes less than 10% of required amount, then funds shall be added to at least the originally required amount. Unused funds shall be returned to the applicant.