

PLANNED UNIT DEVELOPMENT (PUD) APPLICATION

File #: _____

Application for (check box)

Date Submitted: _____

- | | |
|--------------------------|----------------------------------|
| <input type="checkbox"/> | Area Plan Petition |
| <input type="checkbox"/> | Preliminary PUD Site Plan Review |
| <input type="checkbox"/> | Final PUD Site Plan Review |
| <input type="checkbox"/> | Combined PUD Site Plan Review |

An application for Planned Unit Development (PUD) must be submitted to the Office of Community Development at least thirty days prior to the Planning Commission/City Council meeting at which the proposal will be considered. The application must be accompanied by the application data requirements set forth in the City of Dexter Zoning Ordinance, including fully dimensioned site plans, plus the required review fees. Regular meetings of the Planning Commission are held the first Monday of the month at 7:00 pm. Regular meetings of the City Council are held the second and fourth Monday of the month at 7:30 pm. All meetings are held at the Dexter Senior Center, 7720 Ann Arbor Street, Dexter, MI 48130.

I (We), the undersigned, do hereby respectfully request consideration of our Planned Unit Development Application and provide the following information to assist in the review:

Project Name:

Applicant:

Mailing Address:

Telephone (Office):

Telephone (mobile):

Email Address:

Property Owner(s) (if different from Applicant):

Mailing Address:

Telephone (Office):

Telephone (mobile):

Email Address:

Applicant's Legal Interest in the Property:

Property Location:

Address:

Property ID Number:

Property Description:

If all or part is a recorded plat, provide lot numbers and subdivision name. If all or part is a condominium, provide unit numbers and condominium name. If all or part of the property is not part of a recorded plat (i.e., acreage parcel), provide metes and bound description. Attach separate sheet, if necessary.

Property Size (Acreage)

Square Feet:

Current Zoning:

Current Use of Property

Proposed Use of Property (Specify number of acres to be allocated to each use):

Residential Development: No. of Single Family Detached Units: _____

No. of Attached Units: _____

Non-Residential Development:

	Description of Use	Land Area (sq. ft.)	Floor Area (sq. ft.)
Retail			
Office			
Industrial			
Other			

State reasons why Planned Unit Development is being requested:

Professionals who prepared the plans:

A. Name:

Mailing Address:

Telephone (Office):

Telephone (mobile):

Email Address:

Design Responsibility (engineer, surveyor, architect, etc.):

B. Name:

Mailing Address:

Telephone (Office):

Telephone (mobile):

Email Address:

Design Responsibility (engineer, surveyor, architect, etc.):

C. Name:

Mailing Address:

Telephone (Office):

Telephone (mobile):

Email Address:

Design Responsibility (engineer, surveyor, architect, etc.):

Submit the following:

1. Sixteen (16) individually folded copies of the site plans, measuring 24" x 36", sealed by a registered architect, engineer, landscape architect, or community planner, plus one (1) 11" x 17" copy of the site plans.
2. Sixteen (16) 11" x 17" copies of color renderings of building elevations, if applicable, and floor plans.
3. A PDF file of the site plan, including building elevations and floor plans.
4. A written description of the proposed use with an explanation of how approval of the Planned Unit Development will produce exception benefits for the community.
5. Proof of ownership (title insurance policy or registered deed with County stamp)/
6. Review comments or approval received from County, state, or federal agencies that have jurisdiction over the project, including, but not limited to:

Washtenaw County Road Commission	Washtenaw County Environmental Health Division
Washtenaw County Water Resources Commission	Michigan Dept. of Natural Resources
Michigan Dept. of Environmental Quality	Michigan Dept. of Transportation

Please note: The applicant, or a designated representative **MUST BE PRESENT** at all scheduled meetings, or the case may be postponed due to lack of representation. Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a Planned Unit Development application or to revoke any permits granted subsequent to the site plan approval.

Applicant's Endorsement:

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that my application will not be reviewed unless all required information for this application has been submitted. I further acknowledge that the City and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this application.

Signature of Applicant

Date

Applicant Name (Print)

Signature of Applicant

Date

Applicant Name (Print)

Signature of Property Owner Authorizing Application

Date

Property Owner Name (Print)

For Office Use Only

	Non-Refundable Fee	Review Escrow	Amt. /Date Pd. /Receipt #
Area Plan Petition	\$1,000 + \$50/ac	\$3,000	
Preliminary Site Plan Review	\$600 + \$50/ac	\$3,000	
Final Site Plan Review	\$900 + \$50/ac	\$3,000	
Combined Site Plan Review	\$1,100 + \$50/ac	\$3,000	

Planning Commission Notification/Action _____ Date: _____

City Council Notification/Action _____ Date: _____

REASONS FOR DENIAL: _____

CONDITIONS OF APPROVAL: _____

APPROVAL STAMP

CITY OF DEXTER AREA PLAN REVIEW CHECKLIST

Each applicant is required to submit certain materials with their PUD application. This checklist is provided as a benefit to the applicant, who must also review the Zoning Ordinance and City of Dexter General Code of Ordinances for applicable standards and regulations. Using this checklist will help the applicant in submitting a complete site plan review application. **Failure to submit a complete application can result in delay or denial of the area/site plan.**

Area/Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" =20' for property less than three (3) acres, or to scale of not less than 1"=100' for property of three (3) or more acres. Sixteen (16) individually folded copies of the site plans, measuring 24" x 36", sealed by a registered architect, engineer, landscape architect, or community planner must be submitted, along with one (1) set of 11"x 17" plans, including floor plans and color renderings of the building elevation, if applicable. I

To assist in the processing of applications, please check each applicable item provided in your submission. Please submit a brief written description of the existing and proposed uses of the site, including, but not limited to gross floor area; hours of operations; number of units; number of employees on largest shift; number of company vehicles; etc.

A. Information Required for Area Plan

1. An area plan for a PUD consisting of eighty (80) acres or less shall contain the following information, at the time of application:

Submitted	Not Applicable	
<input type="checkbox"/>	<input type="checkbox"/>	1. Location, address and legal description of the site, dimensions and area of the site.
<input type="checkbox"/>	<input type="checkbox"/>	2. General topography and site soil information.
<input type="checkbox"/>	<input type="checkbox"/>	3. Name, address and phone number of the property owner and applicant.
<input type="checkbox"/>	<input type="checkbox"/>	4. Title block, scale, north arrow, and date of plan.
<input type="checkbox"/>	<input type="checkbox"/>	5. Location and exterior dimensions of proposed building/structures; outline; floor area distances between building/structures; height in feet and stories; finished floor elevations; and number and type of dwelling units (where applicable).
<input type="checkbox"/>	<input type="checkbox"/>	6. Location and general alignment of all proposed streets and drives; right-of-way where applicable; surface area; width dimensions; location and typical details of curbs; turning lanes, with details (where applicable); location and width of all entries and exits; and curve-radii.

Submitted Not Applicable

- | | | | |
|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 7. | Proposed parking – location and lot dimensions; space and aisle dimensions; angles of spaces; surface type; total number of spaces, including handicapped spaces; and proposed dumpster location. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. | Location and size of open areas and recreation areas, if applicable. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. | Existing zoning classification of property; delineation of required yards and proposed district regulations; dwelling unit schedule; density of development; lot area per dwelling unit for residential projects; lot coverage (percent); and location and size of required buffers (if applicable). |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. | Area of intended filling and/or cutting; outline of existing buildings/structures and drives; existing natural (wooded areas, potential wetlands, etc.); and man-made features to be retained or removed. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. | Location, width and surface of proposed sidewalks and pedestrian ways. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. | Existing buildings, structures and other improvements, including drives, utility poles and towers; easements; pipeline excavations; ditches (with elevations and drainage directions; bridges and culverts; and a clear indication of all improvements to remain and to be removed. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. | Adjacent land uses and zoning; and location of adjacent buildings, drives and streets. |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. | Location and area of development phases; building program for each phase; and projected schedule of development by phase. |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. | Location and width of all existing and proposed easements on the site. |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. | General location and size of proposed water, sanitary sewer and storm drainage systems; location of overhead wires and poles; and location of fire hydrants. |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. | Adjacent property owned or controlled by the applicant and/or owner of the subject property. |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. | Existing topographic elevations at two (2) foot contour intervals. Indicate the direction of drainage flow. |

Submitted Not Applicable

- | | | | |
|--------------------------|--------------------------|-----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 19. | Location and elevations of existing water courses and water bodies, including county drains and surface drainage ways, floodplains and wetlands. |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. | Proposed storm management plan, including design of sewers, outlets and retention or detention ponds. Sufficient data regarding site runoff estimates and off-site drainage patterns shall be provided to permit runoff estimates, and off-site drainage patterns shall be provided to permit review of feasibility of storm water detention and/or retention as well as the impact on local surface and groundwater. |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. | Location and status of any floor drains in structures on the site. The point of discharge for all drains and pipes shall be specified on the site plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. | Description and location of any existing or proposed outdoor storage facility (aboveground or below ground). |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. | Description and location of on-site wastewater treatment and disposal systems. |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. | Location of existing and proposed drinking water wells, monitoring wells, test wells, irrigation wells, or wells used for industrial purposes. |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. | Size, location and description of any proposed interior or exterior areas of structures for storing, using, loading, and/or unloading of hazardous substances, hazardous waste and/or polluting materials. |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. | Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of the clean-up or closure. |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. | Inventory of hazardous substances to be stored, used, or generated on-site –presented in a format acceptable to the local fire marshal. |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. | Completion of the state and county environmental permits checklist (available at the City Offices). |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. | Density of use for each type of proposed use on the site, including a parallel site plan for residential development as described in Section 19.03A.2 of the Zoning Ordinance. |
| <input type="checkbox"/> | <input type="checkbox"/> | 30. | General description of the organization to be utilized to own and maintain common open space and facilities. |

Submitted Not Applicable

- | | | | |
|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 31. | General description of covenants or other restrictions; easements for public utilities; by-laws and article of incorporation for homeowners' cooperative or condominium association. |
| <input type="checkbox"/> | <input type="checkbox"/> | 32. | Description of the petitioner's intentions regarding selling or leasing of land and dwelling units. |
| <input type="checkbox"/> | <input type="checkbox"/> | 33. | Description of all proposed uses by reference to existing zoning classifications under the City Zoning Ordinance, i.e. residential uses by density and housing type. Office and commercial land uses, open space and recreational facilities, and other land uses. |
| <input type="checkbox"/> | <input type="checkbox"/> | 34. | General landscape concept showing tree masses to be preserved or added, buffer areas, and similar features. |
| <input type="checkbox"/> | <input type="checkbox"/> | 35. | Delineation of areas to be platted under the Subdivision Control Act. |
-

2. An area plan for a PUD consisting of eighty (80) acres or more shall contain the information required in items 29-35 above, as well as the following information:

Submitted Not Applicable

- | | | | |
|--------------------------|--------------------------|----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. | Location and description of site, including dimensions and area. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. | General topography and soil information. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. | Scale, north arrow and date of plan |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. | Location, type and land area of each proposed land use; dwelling unit density (dwelling units per acre); type of dwelling units. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. | Location, use and size of open areas and recreation areas. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. | General location, surface width, and right-of-way width of proposed public streets; general location and surface width of major private streets/drives. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. | General location of proposed parking areas and approximate number of spaces to be provided in each area. |

Submitted Not Applicable

- | | | | |
|--------------------------|--------------------------|-----|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 8. | General delineation of existing natural features to be preserved or removed; location of existing structures, streets and drives; location and purpose of existing easements. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. | Adjacent land uses |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. | Location and area of each development phase; summary of land use information as required in Section 19.08.B.2(d) of the Zoning Ordinance. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. | General description of proposed water, sanitary sewer and storm drainage systems. |

In reviewing an **area plan**, the applicant should be aware that the Planning Commission shall consider additional criteria when making their decision, and should ensure that the application addresses and/or meets the following requirements:

1. The proposed PUD shall conform to the adopted Master Plan or any part thereof, or represents a land use policy, which, in the Planning Commission's opinion, is a logical and acceptable change to the adopted Master Plan.
2. The proposed PUD shall conform to the intent and all regulations and standards of a PUD district.
3. The proposed PUD shall be adequately served by public utilities, facilities and services such as: highways, streets, police and fire protection, drainage courses, water and sanitary sewer facilities, refuse disposal; or that the persons or agencies responsible for the proposed development shall be able to properly provide such facilities and services.
4. Common open space, other common properties and facilities, individual properties, and all other elements of a PUD are so planned that they will achieve a unified open space and recreation area system, with open space-and all other elements in appropriate locations, suitably related to each other, the site and surrounding lands.
5. The petitioner shall have made provision to assure that public and common areas will be or have been irrevocably committed for that purpose. Provisions shall have been made to provide for financing of improvements shown on the plan for open space and other common areas, and that proper maintenance of such improvements is assured.
6. Traffic to, from, and within the site will not be hazardous or inconvenient to the project or to the neighborhood. In applying this standard the Planning Commission shall consider, among other things, convenient routes for pedestrian traffic; relationship of the proposed project to main thoroughfares and street intersections; and the general character and intensity of the existing and potential development of the neighborhood.
7. The mix of housing unit types and densities, and the mix of residential and nonresidential uses shall be acceptable in terms of convenience, privacy, compatibility, and similar measures.

8. The Planning Commission shall determine, where applicable, that noise, odor, light, or other external effects which are connected with the proposed use, will not adversely affect adjacent and neighboring lands and uses.
9. The proposed development shall create a minimum disturbance to natural features and landforms.
10. Streets shall follow topography, be properly spaced, and be located and aligned in accordance with the intended function of each street. The property shall have adequate access to public streets. The plans shall provide for logical extensions of public streets and shall provide suitable street connections to adjacent parcels, where applicable.
11. Pedestrian circulation shall be provided within the site, and shall interconnect all use areas, where applicable. The pedestrian system shall provide for a logical extension of pedestrian ways outside the site and to the edges of the PUD, where applicable.

CITY OF DEXTER

PRELIMINARY PUD SITE PLAN REVIEW CHECKLIST

Each applicant is required to submit certain materials with their Site Plan Review or PUD application. This checklist is provided as a benefit to the applicant, who must also review the Zoning Ordinance and City of Dexter General Code of Ordinances for applicable standards and regulations. Using this checklist will help the applicant in submitting a complete site plan review application. **Failure to submit a complete application can result in delay or denial of the area/site plan.**

Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" =20' for property less than three (3) acres, or to scale of not less than 1"=100' for property of three (3) or more acres. Sixteen (16) individually folded copies of the site plans, measuring 24" x 36", sealed by a registered architect, engineer, landscape architect, or community planner must be submitted, along with one (1) set of 11"x 17" plans, including floor plans and color renderings of the building elevation, if applicable. I

To assist in the processing of applications, please check each applicable item provided in your submission. Please submit a brief written description of the existing and proposed uses of the site, including, but not limited to gross floor area; hours of operations; number of units; number of employees on largest shift; number of company vehicles; etc.

Information Required for Preliminary Site Plan Review – Each preliminary site plan submitted for review shall provide the following information at the time of application:

SUBMITTED	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	1. Location, address and legal description of the site, dimensions and area of the site.
<input type="checkbox"/>	<input type="checkbox"/>	2. General topography and site soil information.
<input type="checkbox"/>	<input type="checkbox"/>	3. Name, address and phone number of the property owner and applicant.
<input type="checkbox"/>	<input type="checkbox"/>	4. Title block, scale, north arrow, and date of plan.
<input type="checkbox"/>	<input type="checkbox"/>	5. Location and exterior dimensions of proposed building/structures; outline; floor area distances between building/structures; height in feet and stories; finished floor elevations; and number and type of dwelling units (where applicable).
<input type="checkbox"/>	<input type="checkbox"/>	6. Location and general alignment of all proposed streets and drives; right-of-way where applicable; surface area; width dimensions; location and typical details of curbs; turning lanes, with details (where applicable); location and width of all entries and exits; and curve-radii.
<input type="checkbox"/>	<input type="checkbox"/>	7. Proposed parking – location and lot dimensions; space and aisle dimensions; angles of spaces; surface type; total number of spaces, including handicapped spaces; and proposed dumpster location.

SUBMITTED	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	8.	Location and size of open areas and recreation areas, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	9.	Existing zoning classification of property; delineation of required yards and proposed district regulations; dwelling unit schedule; density of development; lot area per dwelling unit for residential projects; lot coverage (percent); and location and size of required buffers (if applicable).
<input type="checkbox"/>	<input type="checkbox"/>	10.	Area of intended filling and/or cutting; outline of existing buildings/structures and drives; existing natural (wooded areas, potential wetlands, etc.); and man-made features to be retained or removed.
<input type="checkbox"/>	<input type="checkbox"/>	11.	Location, width and surface of proposed sidewalks and pedestrian ways
<input type="checkbox"/>	<input type="checkbox"/>	12.	Existing buildings, structures and other improvements, including drives, utility poles and towers; easements; pipeline excavations; ditches (with elevations and drainage directions; bridges and culverts; and a clear indication of all improvements to remain and to be removed.
<input type="checkbox"/>	<input type="checkbox"/>	13.	Adjacent land uses and zoning; and location of adjacent buildings, drives and streets.
<input type="checkbox"/>	<input type="checkbox"/>	14.	Location and area of development phases; building program for each phase; and projected schedule of development by phase.
<input type="checkbox"/>	<input type="checkbox"/>	15.	Location and width of all existing and proposed easements on the site.
<input type="checkbox"/>	<input type="checkbox"/>	16.	General location and size of proposed water, sanitary sewer and storm drainage systems; location of overhead wires and poles; and location of fire hydrants.
<input type="checkbox"/>	<input type="checkbox"/>	17.	Adjacent property owned or controlled by the applicant and/or owner of the subject property.
<input type="checkbox"/>	<input type="checkbox"/>	18.	Existing topographic elevations at two (2) foot contour intervals. Indicate the direction of drainage flow.
<input type="checkbox"/>	<input type="checkbox"/>	19.	Location and elevations of existing water courses and water bodies, including county drains and surface drainage ways, floodplains and wetlands.

SUBMITTED	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	20.	Proposed storm management plan, including design of sewers, outlets and retention or detention ponds. Sufficient data regarding site runoff estimates and off-site drainage patterns shall be provided to permit runoff estimates, and off-site drainage patterns shall be provided to permit review of feasibility of storm water detention and/or retention as well as the impact on local surface and groundwater.
<input type="checkbox"/>	<input type="checkbox"/>	21.	Location and status of any floor drains in structures on the site. The point of discharge for all drains and pipes shall be specified on the site plan.
<input type="checkbox"/>	<input type="checkbox"/>	22.	Description and location of any existing or proposed outdoor storage facility (aboveground or below ground).
<input type="checkbox"/>	<input type="checkbox"/>	23.	Description and location of on-site wastewater treatment and disposal systems.
<input type="checkbox"/>	<input type="checkbox"/>	24.	Location of existing and proposed drinking water wells, monitoring wells, test wells, irrigation wells, or wells used for industrial purposes.
<input type="checkbox"/>	<input type="checkbox"/>	25.	Size, location and description of any proposed interior or exterior areas of structures for storing, using, loading, and/or unloading of hazardous substances, hazardous waste and/or polluting materials.
<input type="checkbox"/>	<input type="checkbox"/>	26.	Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of the clean-up or closure.
<input type="checkbox"/>	<input type="checkbox"/>	27.	Inventory of hazardous substances to be stored, used, or generated on-site –presented in a format acceptable to the local fire marshal.
<input type="checkbox"/>	<input type="checkbox"/>	28.	Completion of the state and county environmental permits checklist (available at the City Offices).

In reviewing a **preliminary site plan**, the applicant should be aware that the Planning Commission shall consider additional criteria when making their decision, and should ensure that the application addresses and/or meets the following requirements:

1. That all required information has been provided.
2. That the proposed development conforms to all regulations of the zoning district in which it is located.
3. That the applicant may legally apply for site plan review.
4. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient.
5. That the proposed site plan will be harmonious with, and not harmful, injurious, or objectionable to, existing and future uses in the immediate area.

6. That natural resources will be preserved to a maximum feasible extent.
7. That the proposed development respects natural topography to the maximum feasible extent, and minimizes the amount of cutting and filling required.
8. That organic, wet, or other soil which are not suitable for development will be undisturbed or will be modified in an acceptable manner.
9. That the proposed development properly respects floodway and flood plains on or in the vicinity of the subject property.
10. That phases of development are in logical sequence so that any phase will not depend upon a subsequent phase for adequate access, public utility service, drainage or erosion control.

CITY OF DEXTER FINAL PUD SITE PLAN REVIEW CHECKLIST

Each applicant is required to submit certain materials with their Site Plan Review or PUD application. This checklist is provided as a benefit to the applicant, who must also review the Zoning Ordinance and City of Dexter General Code of Ordinances for applicable standards and regulations. Using this checklist will help the applicant in submitting a complete site plan review application. **Failure to submit a complete application can result in delay or denial of the area/site plan.**

Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" =20' for property less than three (3) acres, or to scale of not less than 1"=100' for property of three (3) or more acres. Sixteen (16) individually folded copies of the site plans, measuring 24" x 36", sealed by a registered architect, engineer, landscape architect, or community planner must be submitted, along with one (1) set of 11"x 17" plans, including floor plans and color renderings of the building elevation, if applicable. I

To assist in the processing of applications, please check each applicable item provided in your submission. Please submit a brief written description of the existing and proposed uses of the site, including, but not limited to gross floor area; hours of operations; number of units; number of employees on largest shift; number of company vehicles; etc.

Information Required for Final Site Plan Review – Each final PUD/Site Plan submitted for review shall provide the following information at the time of application:

SUBMITTED	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	1. The site plan shall be of a scale not greater than one (1) inch equals two hundred (200) feet, and of such accuracy that the Planning Commission can readily interpret the plan. The information shall be presented on more than one (1) drawing, where required by the Planning Commission, for purposes of clarity.
	<input type="checkbox"/>	<input type="checkbox"/>
		2. Scale, north arrow, name and date of plan including date(s) of any revisions.
<input type="checkbox"/>	<input type="checkbox"/>	3. Name and address of property owner and applicant; interest of applicant in the property; and name and address of developer.
<input type="checkbox"/>	<input type="checkbox"/>	4. Name and address of designer. A final site plan shall be prepared by an architect, community planner, engineer, landscape architect, or land surveyor registered in the State of Michigan.
<input type="checkbox"/>	<input type="checkbox"/>	5. A vicinity map; legal description of the property; and dimensions and lot are. Where a metes and bounds description is used, lot line angles or bearing shall be indicated on the plan. Lot line dimensions and angles or bearings shall be based upon a boundary survey prepared by a registered surveyor and shall correlate with the legal description.

SUBMITTED	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	6. Existing topography (minimum contour interval of two (2) feet); existing natural features such as trees, wooded areas, streams, marshes, ponds, and other wetlands; and clear indication of all natural features to remain and be removed. All eight (8) inch diameter or larger trees shall be accurately located on the final site plan. Label each tree as to being preserved or removed.
<input type="checkbox"/>	<input type="checkbox"/>	7. Existing buildings, structures, and other improvements including drives, utility poles and towers, easements, pipelines, excavations, ditches (with elevations and drainage directions), bridges, and culverts. Include a clear indication of whether improvements are to remain or be removed.
<input type="checkbox"/>	<input type="checkbox"/>	8. A general description of deed restrictions, if any
<input type="checkbox"/>	<input type="checkbox"/>	9. Owner, use and zoning classification of adjacent properties; and the location and outline of buildings, drives, parking lots, and other improvements on adjacent properties.
<input type="checkbox"/>	<input type="checkbox"/>	10. Existing public utilities on or serving the property such as location and size of water lines and hydrants; location, size and inverts for sanitary sewer and storm sewer lines; location of manholes and catch basins; and location and size of wells, septic tanks and drain fields.
<input type="checkbox"/>	<input type="checkbox"/>	11. Name and right-of-way of existing streets on or adjacent to the property; surface type and width; and spot elevations at intersections with streets and drives of the proposed development.
<input type="checkbox"/>	<input type="checkbox"/>	12. Zoning classification of the subject property; location of required yards; total ground floor area and lot coverage (percent); and floor area ratio. In the case of residential units, the plan shall note dwelling unit density, lot area per dwelling unit, and a complete schedule of the number, size and type of dwelling unit.
<input type="checkbox"/>	<input type="checkbox"/>	13. Grading plan, showing finished contours at a minimum interval of two (2) feet, and correlated with existing contours so as to clearly indicate cut and fill required. All finished contour lines are to be connected to existing contour lines at or before the property lines.
<input type="checkbox"/>	<input type="checkbox"/>	14. Location and exterior dimensions of proposed buildings and structures, with the location to be referenced to property lines or to a common base point; distances between buildings; height in feet and stories; and finished floor elevations and contact grade elevations.

SUBMITTED	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	15.	Location and alignment of all proposed streets and drives; right-of-way where applicable; surface type and width, and typical cross-section of same showing surface, base, and sub-base materials and dimensions; location and typical details of curbs; turning lanes with details (where applicable); location, width, surface elevations, and grades of all entries and exits; and curve-radii.
<input type="checkbox"/>	<input type="checkbox"/>	16.	Location and dimensions of proposed parking lots; number of spaces in each lot; dimensions of spaces and aisles; drainage pattern of lots; typical cross-section showing surface, base, and sub-base materials; and angle of spaces.
<input type="checkbox"/>	<input type="checkbox"/>	17.	Location and size of proposed improvements of open spaces and recreation areas, and maintenance provisions for such areas.
<input type="checkbox"/>	<input type="checkbox"/>	18.	Location, width and surface of proposed sidewalks and pedestrian ways.
<input type="checkbox"/>	<input type="checkbox"/>	19.	Location and type of proposed screens and fences; and height, typical elevation and vertical section of screens, showing materials and dimensions.
<input type="checkbox"/>	<input type="checkbox"/>	20.	Location of proposed outdoor trash container enclosures; and size, typical elevation, and vertical section of enclosures – showing materials and dimensions.
<input type="checkbox"/>	<input type="checkbox"/>	21.	Location, type, size, area and height of proposed signs.
<input type="checkbox"/>	<input type="checkbox"/>	22.	Layout, size of lines, inverts, hydrants, drainage flow patterns, location of manholes and catch basins for proposed sanitary sewer, water and storm drainage utilities; location and size of retention ponds and degrees of slope of sides of ponds; calculations for size of storm drainage facilities; location of electricity and telephone services; location and size of underground tanks, where applicable; location and size of outdoor incinerators; and location and size of wells, septic tanks and drain fields, where applicable.
<input type="checkbox"/>	<input type="checkbox"/>	23.	Final engineering drawings for all site improvements such as, but not limited to, water, sanitary sewer and storm sewer systems; streets, drives and parking lots; retention ponds and other ponds or lakes; and retaining walls. These shall be submitted to and approved by the City Engineer prior to Planning Commission approval of the final site plan. If on-site water and sewer facilities are to be used, a letter of approval of same, or a copy of the permit from the Washtenaw County Health Department, shall be submitted to the Planning Commission Secretary prior to Planning Commission approval of the final site plan.
<input type="checkbox"/>	<input type="checkbox"/>	24.	Landscape plan showing the location and size of plant materials.

- 25. Site plan and description of measures to control soil erosion and sedimentation during grading and construction operations, and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.
- 26. Location of proposed retaining walls; dimensions and materials of same; fill materials; typical vertical sections; and restoration of adjacent properties (where applicable).
- 27. Location, type, direction and intensity of outside lighting.
- 28. Right-of-way expansion where applicable with reservation or dedication of the right-of-way to be clearly noted.

In reviewing a final **site plan**, the applicant should be aware that the Planning Commission shall consider additional criteria when making their decision, and should ensure that the application addresses and/or meets the following requirements:

1. That the final site plan conforms to the preliminary site plan as approved by the City Council.
2. That the plan meets all applicable standards in Section 21.04E(3) of the Zoning Ordinance.
3. That the plan meets the City of Dexter's specifications for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been approved by the Dexter Area Fire Department and the City Engineer.
4. That the proposed development will not cause soil erosion or sedimentation problems.
5. That the drainage plan for the proposed development is adequate to handle anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of water courses in the area; and that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity.
6. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets.
7. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties.
8. That grading or filling will not destroy the character of the property or the surrounding area, and will not adversely affect adjacent or neighboring properties.
9. That the parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets.
10. That the plan meets the standards of other government agencies, where applicable and that the approval of these agencies has been obtained or is assured.
11. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.