

**CITY OF CORUNNA
SITE PLAN REVIEW APPLICATION**

OWNER		
NAME		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
APPLICANT		
NAME		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
PARCEL INFORMATION		
PROPERTY ADDRESS:	TAX ROLL #:	
CURRENT ZONING:	SIZE OF SITE IN ACRES	

IS THE PROPERTY LOCATED ON A STATE HIGHWAY? YES _____ NO _____
 HAVE YOU APPLIED FOR THE REQUIRED PERMITS ON SUCH ROAD? YES _____ NO _____
 HAVE YOU APPLIED FOR THE NECESSARY PERMITS FROM THE DRAIN OFFICE? YES _____ NO _____
 SEPTIC PERMITS? YES _____ NO _____ SEWER TAP IN PERMIT? YES _____ NO _____

REQUIRED INFORMATION ON SITE PLAN DRAWING

Below is a checklist of the requirements for site plans submitted to the City of Corunna as outlined in Article XIII (Sec 86-391) of the City of Corunna Zoning Ordinance. This list is not is not intended to replace the listing of requirements in the ordinance. Any applicant for site plan review must consult the zoning ordinance for greater detail regarding ordinance requirements.

SITE PLAN INFORMATION REQUIREMENTS		PROVIDED	
		Yes	No
a	Scale of 1" = 50' for parcel less than 3 acres; 1" = 100' for 3 acres or more		
b	Date, north arrow and scale		
c	Dimensions of all lot and property lines; all property lines within 100' of site		
d	Legal description of parcel		
e	Existing and proposed 2' contours, extending 100' off the parcel		
f	Existing vegetation and any proposed alterations		
g	Location and nature of stream, drains, swamps, marshes and/or unstable soil		
h	Basic drainage patterns both existing and proposed, including any structures, retention basins and fencing		

CONTINUED ON BACK SIDE

**CITY OF CORUNNA
SITE PLAN REVIEW APPLICATION**

i	Schedule of parking needs based on Section 86.337 and 86.338 including any separate drawings required to calculate usable floor area		
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		YES	NO
j	Detailed planting plan and schedule of plant materials and sizes		
k	Cross section drawings of any walls or berms		
l	Location and width of all existing and proposed sidewalks		
m	Location, height and setback from property lines of all existing and proposed structures including buildings, signs, trash storage areas, walls, fences, berms, parking areas, etc.; location of all existing structures within 100' of the property		
n	Location of existing and proposed drives and parking areas		
o	Location and rights-of-way widths of all abutting streets and alleys		
p	Name, address and telephone number of architect, planner, designer, engineer or other person responsible for preparation of site plan		
q	Name, address and telephone number of developer		

R	Additional information shall be appended to the application to include estimated number of employees or resident shoppers; hours of operation; any anticipated changes in terms of dust, odor, smoke, fumes, noise lights, etc; modifications to vegetative cover, drainage patterns, earth work, problem areas; description of any ancillary improvements to remedy or prevent problems caused by the development; estimated cost of proposed landscaping, berms, wall, acceleration-deceleration lanes or by-pass lanes or any other required sure improvement not covered by the building permit cost estimate		
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SUBMISSION FOR REVIEW BY OTHER AGENCIES

Agency	Submitted		Agency	Submitted	
	YES	N/A		YES	N/A
Fire Department			Road Commission		
Police Department			Health Department		
DPW			Drain Commission		
MDOT			MDEQ		
FAA			Other:		

Zoning Administrator Signature: _____

Applicant	Date
Owner (If not applicant)	Date

Site Plan Review Fee _____ Fee Paid _____

Date Completed application and fee were received _____

10-20-2002

**CITY OF CORUNNA
SITE PLAN REVIEW APPLICATION
INFORMATION REQUIRED ON SITE PLAN**

THE FOLLOWING INFORMATION SHALL BE INCLUDED ON THE SITE PLAN:

- A. A scale of not less than one inch equals 50' if the subject property is less than three acres, and one inch equals 100 feet if 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 and buildings within 100 feet.
- D. Legal description of the parcel.
- E. Existing and proposed topography with contours at two-foot intervals, based on USGS datum, extending a minimum of 100 feet beyond the site boundaries.
- F. An inventory of existing vegetation on the site and an indication of any alterations.
- G. The location and nature of any streams, drains, swamps, marshes or unstable soils.
- H. An indication of basic drainage patterns, existing and proposed, including any structures, retention basins and fencing which are proposed. The applicant shall contact the municipality and municipal engineer to determine the adequacy of utility and storm water proposals, slope and sod erosion requirements to determine if any such requirements will adversely affect the site plan.
- I. A schedule of parking needs. Separate drawings may be submitted to indicate usable floor areas, etc., for computation of parking needs.
- J. A detailed planting plan and schedule of plant materials and sizes.
- K. Cross-section drawing of any walls, berms, etc.
- L. The location and width of all existing and proposed sidewalks on or bordering the subject site.
- M. The location of all existing and proposed structures of the subject property and all existing structures within 100 feet of the subject property. The setbacks to all existing and proposed structures to be retained or constructed on the site shall be indicated; this includes buildings, signs, trash storage areas, walls, fences, berms, parking areas, etc. The height of all proposed structures shall also be indicated.
- N. The location of all existing and proposed drives and parking areas.
- O. The location and right-of-way widths of all abutting streets and alleys.
- P. The names, addresses, and telephone numbers of the architect, planner, designer, engineer or person responsible for the preparations of the site plan.

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CONTINUED ON BACK SIDE

10-20-2002

**CITY OF CORUNNA
SITE PLAN REVIEW APPLICATION**

- Q. The names, addresses and telephone numbers of the developers.
- R. Estimated number of employees, resident shoppers, etc.
- S. Hours of operation
- T. Any changes anticipated in terms of dust, order, smoke, fumes noise, lights, etc.
- U. Modifications to vegetative cover, drainage patterns, earthwork and problem areas.
- V. Any ancillary improvements that the applicant proposes to remedy or prevent problems created by the development.
- W. Estimated costs of proposed landscaping berms, walls, acceleration/deceleration lanes or bypass lanes or any other required site improvement not covered in the building permit cost estimates.