

Village of Ravenna

12090 CROCKERY CREEK DRIVE • RAVENNA, MICHIGAN 49451 • TELEPHONE (231) 853-2360 • FAX (231) 853-6443

APPLICATION FOR SPECIAL LAND USE PERMIT

Date: _____ Application Fee: \$200.00
(must accompany completed application)

1. Property Address of Proposed Special Land Use: _____
Parcel Number: _____
Zone District: _____ (obtain from Zoning Administrator)

Legal Description:

_____ (include additional sheets if needed)

Current use of property:

Proposed use:

Property easements or deed restrictions (if any):

2. Applicant Name: _____
Address: _____
City, State, Zip: _____
Phone: _____
Relationship of Applicant to Property Owner: _____

3. Property Owner: _____
Address: _____
City, State, Zip: _____
Phone: _____

4. Site Plan. The applicant must provide 12 copies of a Site Plan containing all of the information required for Final Site Plan Review under Section 190.1703(A). A copy of this Section is provided on the following page of this application.

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SECTION 190.1703 FINAL SITE PLAN REVIEW

- A. An application for final site plan review shall consist of the following items and information:
- (1) A completed application form supplied by the Zoning Administrator.
 - (2) Twelve copies of a final site plan at a scale of greater than one (1) inch equals one hundred (100) feet or less with the following information:
 - (a) Dimensions of the property, contours at two foot intervals, and location of all buildings, driveways, parking areas and other structures on adjacent properties within fifty (50) feet of the subject property, including those located adjacent on the opposite side of a public street right-of-way.
 - (b) Required building setback lines.
 - (c) Location of abutting public and private streets, drives and easements serving the property.
 - (d) Location, dimension and height of proposed buildings and structures, such as trash receptacles, utility pads, etc. including accessory buildings and uses, and intended future uses. Screening when required by this Ordinance shall be shown.
 - (e) Location and dimensions of parking areas, including computation of parking requirements, typical parking space dimensions, handicapped parking spaces, and aisle widths.
 - (f) Proposed water supply and wastewater disposal system locations and dimensions.
 - (g) Proposed grades and site drainage pattern, including necessary drainage structures, and, if applicable, the location of the 100-year flood plain limits.
 - (h) Location of high risk erosion areas on the site.
 - (i) Proposed common open space and recreational facilities, if any.
 - (j) Proposed landscaping, including locations, plant names, sizes, and quantities.
 - (k) Signs, including location and sizes.
 - (l) Location and dimensions, pavement markings, traffic control signs or devices, and service drives.
 - (m) Exterior lighting showing location of lighting fixtures, area illuminated and design of fixtures.
 - (n) The name and address of the-person or firm who prepared the final site plan and the date on which the plan was completed.
 - (3) The final site plan for developments which have been proposed in phases shall generally conform to the approved preliminary site plan.
 - (4) The Planning Commission may require written statements and analysis relative to the impacts of a development included on a final site plan for the following:
 - (a) Streets, traffic flow, traffic safety, service drive feasibility, and need for traffic control devices.
 - (b) Fire protection, police protection, water supply, wastewater disposal, site drainage outlet, school enrollment, or environment.

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APPLICATION FOR SPECIAL LAND USE PERMIT (continued)

5. General Standards of Approval. Prior to approving a special land use application, the Planning Commission must find that the following general standards are met. Please explain how your request will meet these standards:

- (A) The special land use will not adversely affect adjacent uses or properties and shall be designed, constructed, operated and maintained in a manner harmonious with the character of adjacent properties in the surrounding area.

- (B) The special land use shall not change the essential character of the surrounding area or the neighborhood.

- (C) The special land use shall not place demands on public services, roads and facilities in excess of their current capacities.

- (D) The proposed special land use shall be harmonious and consistent with the intent of the Village Zoning Ordinance and Master Plan.

- (E) The proposed special land use will not establish a precedent for developments or uses which could adversely affect the long-term goals of the Village Zoning Ordinance and Master Plan.

(continued on reverse side)

(F) The special land use shall be designed to preserve environmental features, such as lakes, streams, flood plains, agricultural areas and natural areas.

6. Specific Standards of Approval. In addition to the above general standards, there are specific standards that apply to the specific special use being requested, as stated in Section 190.1605 of the Zoning Ordinance (a copy of which may be obtained from the Zoning Administrator). The applicant, on a separate sheet of paper attached to this application, must address how the proposed use meets these specific standards.
7. Time Limitation. If approved, the Special Land Use Permit shall expire if the special land use has not commenced within twelve (12) months from the date of issuance. If the special land use ceases to continuously operate for a period of 180 days, it shall be considered abandoned and the Special Land Use Permit shall become null and void and all rights thereunder shall cease.
8. Conditions of Approval. The Planning Commission may impose conditions and limitations as are necessary for the protection of property, health, safety, or general welfare. The Zoning Administrator shall make periodic inspections of the use authorized in an approved special use permit to ensure compliance with all requirements of the Zoning Ordinance and the special use permit. Noncompliance may result in termination of an approved special use permit.
9. Applicant Certification.

By my signature below, I certify that I am the property owner, agent of the owner, or authorized by the property owner to submit this application. Further, I certify that the information provided within or attached to this application is, to the best of my knowledge, true and accurate. I hereby authorize the Village to enter the property associated with this application for purposes of conducting necessary site inspections.

Date: _____

Applicant's Printed Name

Applicant's Signature

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**APPLICATION FOR SPECIAL LAND USE PERMIT
(continued)**

FOR VILLAGE USE ONLY:

Date Application Received: _____ Application Fee Received: \$ _____
Escrow Payment Received: _____ Escrow Payment Charged: _____

Approved: _____ Denied: _____

Approved with the following condition(s): _____

Denied for the following reason(s): _____

Zoning Administrator/Village Official: _____ Date: _____
