



CLINTON COUNTY

**COMMUNITY DEVELOPMENT DEPARTMENT
Office of Planning & Zoning
100 E. State Street, Suite 1300
St. Johns, Michigan 48879**

Phone (989) 224-5292

Fax (989) 224-5127

APPLICATION FOR A COMMERCIAL SITE PLAN REVIEW

Case Number _____
Township _____
Section Number _____
Date Received _____
Fee Received _____
Invoice Number _____
Meeting Date _____

I. GENERAL INFORMATION

APPLICANT: _____
ADDRESS: _____
TELEPHONE: BUSINESS _____ RESIDENCE _____
ADDRESS OF SITE: _____

II. LEGAL PROPERTY DESCRIPTION

III. TYPE OF USE (if special use permit, route to Planning Commission for review)

- _____ Commercial
- _____ Industrial
- _____ Business
- _____ Institutional
- _____ Other
- _____ Special Use Permit

IV. SITE PLAN REQUIREMENTS

Each application for site plan review shall be accompanied by a site plan. The site plan shall consist of a scale drawing: (if applicable)

- _____ property dimensions
- _____ significant vegetation
- _____ existing public right-of-way, i.e. road rights-of-way, drain right-of-way, power rights-of-way
- _____ private easements
- _____ water bodies and water courses, including surface drainage
- _____ location of abutting streets and proposed buildings and their relation to the property lines and right-of-way



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- _____ location of water supply and the location and design of waste water system
- _____ location and design of parking areas
- _____ location of water supply and the location and design of waste water system
- _____ proposed grades and site drainage pattern
- _____ proposed location of common open spaces and facilities, if applicable
- _____ proposed location of accessory building and use, including free standing signs.

V. ACTION TAKEN

DECISION:

Planning Commission action and date: _____

Approved/Date _____

If denied, reason: _____

If denied and appeals, appeal/date: _____

APPLICANT'S SIGNATURE _____ DATE _____

Please return the completed application and staff will assess fee based on the following:

Application/Preliminary Review Fee	\$100.00
1 st acre plus \$50/additional acre up to	\$300.00
Minor Change to Site Plan	\$100.00
Major Change to Site Plan	\$100.00
1 st acre plus \$50 per additional acre	
Extension of site plan approval	\$150.00
Site Plan Compliance Inspection	\$ 50.00

Please remit payment to:
Clinton County Community Development
Office of Planning & Zoning
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