

CITY OF LUDINGTON  
**Department of Building & Zoning**  
400 S. Harrison St., Ludington MI 49431  
Phone: (231) 843-2956 FAX (231) 845-1146  
**FEE: \$500.00**

Application for: **SITE PLAN REVIEW** -- Today's Date: \_\_\_\_\_  
Meeting Date: \_\_\_\_\_  
Applicant: \_\_\_\_\_ Phone No. \_\_\_\_\_  
Applicant's Address: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

Legal Description of property:  
\_\_\_\_\_  
\_\_\_\_\_

Present Zoning: \_\_\_\_\_ Adjacent Zoning: \_\_\_\_\_

Proposed Development of property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Adjacent Land Uses: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPLICANT SHALL PROVIDE SIX COPIES OF THE PROPOSED SITE PLAN WHICH SHALL INCLUDE AS A MINIMUM THE FOLLOWING:

- a) The plan shall be drawn to a scale of not greater than one inch equals 20 feet for a development of not more than three acres and a scale of not less than one inch equals 200 feet for a development in excess of three acres with north point and scale shown on the plan drawings.
- b) The plan shall show an appropriate descriptive legend, north arrow, scale, date of preparation and the name and address of the individual or firm preparing the same.
- c) The property shall be identified by lot lines and general location together with dimensions, angles, and size correlated with the legal description of the property.
- d) The topography of the site with at least two-foot contour intervals and all natural features such as wood lots, streams, rivers, lakes, wet-lands, unstable soils and similar features shall be shown.

- e) Existing man-made features upon the site and within 100 feet of the same shall be disclosed.
- f) The location, proposed finish floor and grade line evaluations, size of proposed main and accessory buildings, the relationship of buildings to one another and to any existing structures on the site, the height of all buildings and square footage of floor space therein shall be disclosed. Site plans for multiple-family residential developments shall also include a density schedule showing the number of dwelling units per net acres, including a dwelling schedule showing the unit type and number of each such units.
- g) All proposed and existing streets, driveways, sidewalks and other vehicle or pedestrian circulation features upon and adjacent to the site shall be shown together with the location, size and number of parking spaces in off-street parking areas, service lanes thereto, and service parking and delivery or loading areas.
- h) The location, use and size of open spaces together with landscaping, screening, fences, walls and proposed alterations of topography or other natural features shall be indicated.
- i) The proposed operations on the site shall be described in sufficient detail to indicate the effect, if any, upon adjoining lands and occupants, together with any special features which are proposed to relieve any adverse effects to adjoining land and occupants. Any potential demands for future community services will also be described, together with any special features which will assist in satisfying such demands.
- j) Any earth-change plans required by state law shall also be submitted with the application.
- k) On site lighting, surface water drainage for the site and proposed sanitary sewage disposal and water supply shall be included in the plans.
- l) Such other information as may be determined to be necessary by the Planning Commission because of any peculiar features of the proposed development.
- m) Any specific conditions imposed on the property by the Community Development Department, Planning Commission, or City Council that will be applicable to the requirements for Site Plan Review.