



Application No: _____
 Date Filed: _____
 Hearing Date: _____
 Review Fee: _____

CHARTER TOWNSHIP OF FENTON SITE PLAN REVIEW APPLICATION

Applicant Information

Name:		Date:
Address:		Phone:
City:	State:	ZIP:

Property Owner (if different from applicant-if more than 1, list on separate sheet)

Name:		Date:
Address:		Phone:
City:	State:	ZIP:

Property for which Site Plan Review is Requested

Street Address:	
Location:	
Parcel ID #:	Zoning District:

Type of Development Proposed

Development Type:	Number of Units:
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I hereby affirm that the above information is correct to the best of my knowledge and grant permission for Township Officials and/or Township Staff to conduct on-site inspection.

 Signature of Property Owner

 Print Name

 Signature of Applicant

 Print Name

 Date

3/31/2002

----- FENTON TOWNSHIP OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE -----

Copies of Site Plan sent for review:

_____ Date: Sent to Fire Department Comments: _____
 _____ Date: Sent to Township Engineer Other Dates: _____

Comments: _____

Planning Commission Decision Preliminary Review

<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions	Date of Hearing _____ Time _____ <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____
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Conditions: _____

Planning Commission Decision Final Review

<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions	Date of Hearing _____ Time _____ <input type="checkbox"/> Denied <input type="checkbox"/> Other: _____
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Conditions: _____

Regular Planning Commission Meetings
are held at 7:00 p.m. the 2nd Thursday of every month
in the meeting room of the
Fenton Township Civic Community Center
12060 Mantawauka
Fenton, MI 48430
810 629-1537

The deadline for filing applications is the 2nd Thursday of the month prior to the regularly scheduled meeting. This is to allow enough time to meet requirements for public notice.

HEARING WILL NOT BE SCHEDULED UNLESS ALL INFORMATION IS
SUBMITTED AND FEE PAID BY THIS DEADLINE

**Property must be staked with 2 X 4 – 4 ft. high stakes at the corners on the road
Proposed construction must also be staked (if applicable)**

PLANNING COMMISSION WILL NOT ACT ON PROPERTY NOT STAKED

The applicant must submit the following:

1. Completed application form (reverse side of this sheet)
2. Letter of intent
3. Proof of ownership - DEED
4. 12 sealed copies of the site plan in accordance with Article 8
5. Completed check lists
6. Fee (\$400.00 Com./Ind. Single/Multi-Family dev. \$100.00 + \$10.00 per unit)

Property owner must attend all Township meetings or be represented by a person with **notarized** letter of representation to act on behalf of owner.