

CITY OF NEWAYGO
Application for Site Plan & Special Land Use Approval

Date: _____ Permit #: _____ Fee: \$300 _____

1. Applicant Information: (if not individual, list business) **Owner Information:** (if different from applicant)

Name: _____ Name: _____

Address: _____ Address: _____

Phone: _____ Phone: _____

Email: _____ Email: _____

2. Address of Property Involved: _____

3. Property Tax Id Number: _____ 4. Zoning District: _____

5. Lot width: _____ 6. Lot Area: _____

7. Current property use: _____

8. Current building size: _____

9. Proposed use: _____

10. Proposed building size: _____

11. Reason requiring special use: _____

12. Zoning district setback(s) (Complete "Actual" lines):

One side yard from property line	Min. Required _____ ft.	Actual _____ ft.
Second side yard from property line	Min. Required _____ ft.	Actual _____ ft.
Front yard from road right-of-way	Min. Required _____ ft.	Actual _____ ft.
Rear yard from property line	Min. Required _____ ft.	Actual _____ ft.

13. Attach site plans, floor plan and business narrative. If new construction, also attach building elevations, storm water drainage plan, utilities plan, and other items as required in chapter 22 of City's zoning ordinance. Other items such as pictures, brochures, etc. may be helpful. **IT IS HIGHLY RECOMMENDED THAT THE APPLICANT SUBMIT A CONCEPTUAL/DRAFT SITE PLAN FOR REVIEW PRIOR TO FORMAL APPLICATION AND TO MEET WITH APPROPRIATE CITY STAFF TO RECEIVE FEEDBACK ON DESIGN.**

14. I/we do hereby swear that the above information is true and correct to the best of my/our knowledge and agree to comply with Sec. 21.03 of the zoning ordinance and all ordinances and regulations of the City of Newaygo, Newaygo County, MI and of any other agencies or governmental units which may be involved.

Applicant Date

Applicant Date

PLANNING COMMISSION REVIEW

A. Compliance with site plan requirements (Zoning Ordinance, Section 22.04) _____ Yes _____ No
If no, list the areas, by reference number, that do not comply: _____

B. Compliance with review standards:

Landscape Preservation _____ Yes _____ No Utility service _____ Yes _____ No
Relation of buildings to environment _____ Yes _____ No Advertising features _____ Yes _____ No
Drives, parking & circulation _____ Yes _____ No Special features _____ Yes _____ No
Surface water drainage _____ Yes _____ No

PLANNING COMMISSION ACTION

Date of Meeting: _____

The special use and attached site plan are recommended for:

() Approval Reasons/Conditions: _____

() Denial Reasons: _____

Date: _____

Planning Commission Secretary, City of Newaygo

Zoning Administrator, City of Newaygo

CITY COUNCIL ACTION

Date of Meeting: _____

The special use and attached site plan are hereby:

() Granted Reasons/Conditions: _____

() Denied Reasons: _____

Date: _____

City Clerk, City of Newaygo

Mayor, City of Newaygo

Note: This form is for zoning approval only. Construction permits (i.e. permits for building, electrical, plumbing, mechanical, etc.) must be applied for separately. To apply or ask questions on construction permits call North Country Inspection Services at 231-224-3960 or email to ncis_LLC@live.com

Copy Distribution: Original – Property File Copy – Applicant, City Assessor, Electronic File