

CHAPTER XV

SITE PLAN REVIEW

SECTION 15.01 PURPOSE. The intent of this section is to provide for consultation and cooperation between the applicant and the Township Planning Commission in order that the applicant may accomplish his objectives in the utilization of his land within the regulations of this Zoning Ordinance and with minimum adverse effect on the use of adjacent streets and highways, and on existing and future uses and environment in the immediate area and vicinity.

SECTION 15.02 SITE PLAN REVIEW Notwithstanding the failure of this Zoning Ordinance to specifically provide elsewhere for SITE PLAN approval of a particular use, SITE PLAN review an approval is required in each of the following instances. (Amended Ordinance No.70, 09-14-94)

- (a) A SITE PLAN shall be submitted to the Planning Commission for any use permitted in the C-1, C-2 or I-1 Zoning Districts.
- (b) A SITE PLAN shall be submitted to the Planning Commission for any multi-family DWELLING in the R-3 Zoning District.
- (c) A SITE PLAN shall be submitted to the Planning Commission for any church, school, library, athletic ground, park, playground, cemetery, museum, art gallery, community center, governmental or administration or service BUILDING, or MOBILE HOME park to be constructed in the AG, R-1, R-2, or R-3 Zoning Districts.
- (d) A SITE PLAN shall be submitted for any SPECIAL USE and also for any planned unit development.
- (e) A SITE PLAN shall be submitted when any other section of this Zoning Ordinance requires SITE PLAN approval.

SECTION 15.03 APPLICATION PROCEDURES. An application for SITE PLAN Review, plus either a preliminary or final SITE PLAN, shall be submitted twenty (20) days prior to the next scheduled Planning Commission meeting through the Zoning Inspector who will review the application and plans for

completeness, then transmit to the Planning Commission.
(Amended Ordinance No. 33)

SECTION 15.04 PRELIMINARY PLAN REVIEW. Preliminary sketches of proposed site and development plans may be submitted for review to the Planning Commission prior to final SITE PLAN submittal. The purpose of such procedure is to allow discussion between the applicant and the Planning Commission to better inform the applicant of the acceptability of his proposed plans prior to incurring extensive engineering and other costs which might be necessary for final SITE PLAN approval. Such plans shall include the following as deemed necessary by the Zoning Inspector.

- (a) Legal description of the property.
- (b) Small scale sketch of properties, streets and use of land within one half (1/2) mile of the area.
- (c) A generalized map showing any existing or proposed arrangement of:
 - (1) Streets
 - (2) Lots
 - (3) Access points
 - (4) Other transportation arrangement
 - (5) Buffer strips screening
 - (6) Natural characteristics, including but not limited to OPEN SPACE, stands of trees, brooks, ponds, floodplain, hills, dune classifications, dune crest, and similar natural assets
 - (7) SIGNS location and lighting
 - (8) BUILDINGS.
- (d) A narrative describing:
 - (1) The overall objectives of the proposed development.
 - (2) Number of acres allocated to each proposed use and gross area in BUILDING, STRUCTURES, PARKING, public and/or private streets and drives, and OPEN SPACE.
 - (3) DWELLING unit densities by type.
 - (4) Proposed method of providing sewer and water service, as well as other public and private utilities.
 - (5) Proposed method of providing storm drainage.

- (6) Proposed method of revegetating open sand areas, both pre-existing and newly created, to a stable condition.

In addition to the above, said applicant shall submit a fee in accordance with the fee schedule established by the Township Board to cover the normal and specially incurred expenses of the Planning Commission. One half of said fee shall be paid upon submission of the preliminary SITE PLAN and the balance upon submission of the final SITE PLAN.

SECTION 15.05 PLANNING COMMISSION REVIEW OF PRELIMINARY SITE PLAN. The Planning Commission shall review the preliminary SITE PLAN and make recommendations to the applicant at the regular Planning Commission meeting based on the purposes, objectives and requirements of this Ordinance, and specifically, the following considerations when applicable:

- (a) Ingress and egress to the property and proposed STRUCTURES thereon with particular reference to motor vehicle and pedestrian safety and convenience, traffic flow and control, and access in cases of fire, catastrophe or emergency.
- (b) Off-street parking and loading areas where required, with particular attention to noise, glare and odor effects of each use in the plan on adjoining properties and properties in the proposed development. No parking shall be allowed in the first twenty-five (25) feet of the front YARD (i.e. the portion closest to the front lot line). That first twenty-five (25) feet of the front YARD shall be landscaped according to the SITE PLAN submitted to the Planning Commission. (Amended Ordinance No.70, 09-14-94)
- (c) Sewer, water and storm drainage with reference to locations, availability and compatibility.
- (d) Screening and buffering with reference to type, dimensions and character.
- (e) SIGNS, if any, and their proposed lighting relative to glare, traffic safety, economic effect, and compatibility and harmony with adjoining properties.
- (f) Required YARDS.

- (g) General compatibility with adjacent properties.
- (h) The general purposes and spirit of this Ordinance and the General Development Plan of the Township.

SECTION 15.06 FINAL SITE PLAN REVIEW. The SITE PLAN shall include the following information and such items as may be requested by the Planning Commission from its review of the optional preliminary SITE PLAN.

- (a) Legal description of the property.
- (b) Small scale sketch of properties, streets and use of land within one half (1/2) mile of the area.
- (c) A map at a scale not to exceed one (1) inch equals two hundred (200) feet (1" = 200'). The following items shall be shown on the map:
 - (1) Date SITE PLAN was prepared.
 - (2) Name and address of the preparer.
 - (3) The topography of the site at a minimum of five (5) foot intervals and its relationship to adjoining land.
 - (4) Existing man-made features.
 - (5) Dimensions of setbacks, locations, heights and size of BUILDINGS and STRUCTURES.
 - (6) Street rights-of-ways, indicating proposed access routes, internal circulation, and relationship to existing rights-of-ways.
 - (7) Proposed grading.
 - (8) Location and type of drainage, sanitary sewers, storm sewers, and other utilities.
 - (9) Location and type of fences, landscaping, buffer strips, and screening.
 - (10) Location and type of SIGNS and on-site lighting.
 - (11) Proposed parking areas and drives. Parking areas shall be designed by lines showing individual spaces and shall conform with the provisions of Chapter XVI.
 - (12) Easements, if any.
 - (13) Dimensions and number of proposed lots.
- (d) A narrative describing the items indicated in Section 15.04 (d).

SECTION 15.07 PLANNING COMMISSION REVIEW OF FINAL SITE PLAN. The Planning Commission shall review the final SITE PLAN and either approve, deny, or approve with conditions, the final SITE PLAN based on the purposes, objectives and requirements of this Ordinance and specifically the considerations listed in Section 15.05.

- (a) Further, the Planning Commission is empowered to require a performance bond or certified check in an amount equal to the estimated cost of improvements (as defined in Section 3.22) associated with the project. Such performance guarantee shall be deposited with the Clerk of the Township at the time of the issuance of the permit authorizing the activity or project to insure faithful completion of the improvements indicated with the approved SITE PLAN: if not, said performance bond shall be forfeited. The Township shall rebate a proportional share of cash deposits only when requested by the depositor, based on the percent of improvements completed, as attested to by the depositor and verified by the Zoning Inspector. In cases where the provisions of Section 14.07 (b) have not been met, the amount of the aforementioned performance guarantee shall be used by the Township to return the property to a safe and healthy condition; and the balance, if any, shall be returned to the applicant.
- (b) Each development shall be under construction within one (1) year after the date of final approval by the Planning Commission. If said applicant does not fulfill this provision, the commission may grant a sixty (60) day extension provided the applicant presents reasonable evidence to the effect that said development has encountered unforeseen difficulties but is then ready to proceed. Should neither of the aforementioned provisions be fulfilled or a sixty (60) day extension has expired without construction underway, the site development plan shall be null and void.
- (c) The Planning Commission shall undertake and complete all SITE PLAN reviews within sixty (60) days of submission of all required information by the applicant. Upon approval of said plan, the Chairman of the Planning Commission shall sign three (3) copies thereof. One (1) signed copy shall be made a part of the Commission's files and one (1) shall be forwarded

to the BUILDING Inspector for issuance of a BUILDING permit. The third copy shall be returned to the applicant.