

LARKIN TOWNSHIP
3027 N. Jefferson Road
Midland, MI 48642
(989) 835-6399

Monday, Wednesday, Friday
8:00 am. – 1:00 pm

CHARTER TOWNSHIP OF LARKIN
Site Plan Review

To Be Completed By Applicant

Applicant's Name: _____

Address: _____ Phone: _____

Owner's Name: _____

Address: _____ Phone: _____

General Location of Property: _____

Legal Description of Property: _____

Name of Person Who Drew Plan: _____

Address: _____ Phone: _____

Description of Proposed Development: _____

The applicant shall provide a copy of the Site Plan to the Midland County Road Commission
(2334 N. Meridian Road Sanford, MI 48657 – Phone: 687-9060) for its review
at least seven (7) business days prior to approval of this application.

CHARTER TOWNSHIP OF LARKIN

Special Use Review Checklist

IMPORTANT: A Site Plan *will not be accepted nor scheduled* for a Planning Commission meeting if it does not have all of the following information:

Preliminary Site Plan Checklist

1. _____ Name and Address
2. _____ Date (*Revision Dates*)
3. _____ North Arrow
4. _____ Location Map (*Show One Square Mile*)
5. _____ Scale (*Must Use Engineers Scale, Minimum 1" = 20' up to 1" = 60'*)
6. _____ Zoning (*Subject Lot and Adjoining Properties In All Directions*)
7. _____ Lot Dimensions (*Indicate All*)
8. _____ Building Dimensions
9. _____ Square Footage of Building(s)
10. _____ Building Use/Uses (*Indicate Layout of Uses If More than One*)
11. _____ Public Roadways (*Include Curb, Lanes, Shoulder, Width, Thru Lanes, etc.*)
12. _____ Access Drives (*Width, Traffic Directions, Curb, Signs, Etc.*)
13. _____ Barrier Free Parking (*Size and Number of Spaces*)
14. _____ Loading Docks(s)
15. _____ Road Right of way (*Existing and Proposed*)
16. _____ Utility of Pubic Easement of Any Kind
17. _____ Setback Dimensions Front, Rear, Sides For All Buildings
18. _____ Parking Lot Layout (*Driveway Widths, Setbacks, Green Areas, Lines, Arrows, etc.*)
19. _____ Curbing
20. _____ Number of Parking Spaces
21. _____ Parking Space Dimensions
22. _____ Circulation Drive Dimensions
23. _____ Curb Cut Dimensions
24. _____ Return Radii of Driveways
25. _____ Sign Location(s)
26. _____ Buffer Yards (*State Type Proposed and Detail All Landscaping Proposed*)
27. _____ Fences (*Size and Location*)
28. _____ Accessory Structures
29. _____ Dumpster Location and Screening
30. _____ Bumper Blocks or Other Vehicular Restricting Devices
31. _____ Sidewalks (*Size, Type and Location*)
32. _____ Building Elevation Drawings Including All Four Sides of Building
33. _____ Delineate Phases of Development and Boundaries of Phases
34. _____ Neighboring Structures On All Adjacent Lots Including Distance from Joint Property Lines
35. _____ Neighboring Land Uses/Proposed Uses
36. _____ Location and Size of Adjacent Curb Cuts and Curb Cuts Across the Street
37. _____ Existing Trees (*Type and Size*)
38. _____ Wetlands (*Calculations of All Areas Proposed and Existing*)
39. _____ Floodplain
40. _____ Fire Hydrants (*Existing and Proposed*)

41. _____ Tittabawassee Road Access Corridor Regulations *(If Applicable)*
42. _____ Proposed Water Mains
43. _____ Proposed Septic Systems and Sanitary Sewer

Additional Requirements for Condominium Projects

1. _____ Limited/General Commons, etc.
2. _____ Density/Acre
3. _____ Units *(Size and Location)*

Final Site Plan Checklist

1. _____ Drainage Plan Submitted to and Approved by Township
2. _____ Invent Elevations
3. _____ Proposed Finished Grades *(Indicate all Berms)*
4. _____ Existing Ground Elevation at Fifty (50') Feet Centers On and Within Fifty (50') Feet of Site
5. _____ Landscaping *(Type and Size of All Proposed Trees and Shrubs)*
6. _____ First Floor Finished Elevation
7. _____ Drainage Ditches
8. _____ Easements *(Indicate Existing and Proposed)*
9. _____ Lot Split/Combination Details Copy Liber and Page "Recorded Deed"
10. _____ Copy of Survey to Verify Property Lines and Any Existing Structures
11. _____ Sanitary Sewer *(Size, Lead, Connection)*
12. _____ Manholes
13. _____ Water Mains *(Size and Connections) (Proposed and Existing)*
14. _____ Storm Sewer
15. _____ Master Deed *(Condominium Projects)*

TO BE COMPLETED BY LARKIN TOWNSHIP

A1. Site Plan

a. Filed with Township: _____
Date

Received By: _____ Paid: _____

Received by Zoning Administrator: _____
Date

b. Submitted to Planning Commission: _____
Date

c. Dates of Letters of Recommendation by Township and/or Consultants, the Zoning Administrator, DPW and Fire Department:

_____ Date
By: Township and/or Consultants

_____ Date
By: Zoning Administrator

_____ Date
By: Fire Department

_____ Date
By: Department of Public Works

d. Action of Planning Commission:

1. Approval: _____
Date
By: Secretary

2. Disapproval: _____
Date
By: Secretary

(Reason for Disapproval Attached Hereto)

3. Conditional Approval: _____
Date
By: Secretary

(Reason for Disapproval Attached Hereto)

a. Revised Site Plan Submitted: _____
Date

b. All conditions have been met and the Revised Site Plan is in accordance with the conditions for approval attached hereto: Revised Site Plan approved:

_____ Date
By: Township Clerk

NOTE: This processing form, together with all correspondence is to be attached to the "Official Copy" of the Site Plan, forming a permanent record.