

# SITE PLAN REVIEW APPLICATION

<b>OFFICIAL USE ONLY</b>	Date Received
Project Title:	Received by
Site Plan Review Case No.  SPR	Fee Amount <span style="float: right;">Fee Received</span>



**SUBMIT TO:**

**LONG LAKE TOWNSHIP  
PLANNING AND ZONING DEPARTMENT  
8870 NORTH LONG LAKE ROAD  
TRAVERSE CITY, MI 49685  
PHONE # 231 946-2249 FAX 231 946-4573  
planner@longlaketownship.com**

**You MUST answer all questions and include all attachments as required by the Long Lake Township Zoning Ordinance #109, as amended, or the application will be considered incomplete.**

A. Applicant & Owner Information	
Owner(s):	Applicant (if different):
Owner's Address:	Applicant's Address:
City:                      State:                      Zip:	City:                      State:                      Zip:
Phone Number                      Fax Number	Phone Number                      Fax Number
Email Address	Email Address

B. Property & Plan Preparer Information	
Property ID: 28-08- <del>XXXXXXXXXXXX</del> 28-08- 28-08- <del>XXXXXXXXXXXX</del> 28-08-	Property Address:
	Proof of ownership (copy(s) attached):
Name & Address of professional (engineer, land surveyor, landscape architect) licensed in Michigan who prepared the plan:	
Name:	Firm:
Address:	Phone:                      Fax Number:
City:                      State:                      Zip:	Email Address

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## C. Project Information

Type of use (check all that apply):

- |   |                                      |  |
|---|--------------------------------------|--|
| <input type="checkbox"/> Commercial           | <input type="checkbox"/> Industrial  | <input type="checkbox"/> Single Family Residential Development |
| <input type="checkbox"/> Conditional Land Use | <input type="checkbox"/> Office(s)   | <input type="checkbox"/> Multiple Family Development           |
| <input type="checkbox"/> Commercial/Retail    | <input type="checkbox"/> Condominium | <input type="checkbox"/> Utility                               |

Project Description:

## D. Required Submittals

**Submittal of application/site plan is required 45 days prior to the regular meeting date of the Long Lake Township Planning Commission**

Engineered Site Plan - all of the following are required

- CD attached of digital version (.pdf) of each page of plan set
  - 1 copy attached of full size site plan set
  - 3 copies attached of 11" x 17" size plan set
- 
- Signed Escrow Agreement Attached
- 
- Sign Notification Form and Fee Attached

## E. Required Signatures

I agree the statements made above are true, and if found not to be true, this application and any approval will be void. Further, I agree to comply with the conditions and regulations provided by the Long Lake Township Zoning Ordinance #109, adopted August 21, 2010, as amended.

Owner's  
Signature: \_\_\_\_\_

(Required)

Date: \_\_\_\_\_

Applicant's  
Signature: \_\_\_\_\_

(If Applicable)

Date: \_\_\_\_\_

NOTE: By signing this application, the property owner agrees to on-site inspections by Long Lake Township Zoning, Planning, or Assessing officials, necessary to ascertain compliance, completion and value of the content of the application