TALLMADGE CHARTER TOWNSHIP

Ottawa County

O-1451 Leonard Street, Grand Rapids, Michigan, 49534

PLANNED UNIT DEVELOPMENT APPLICATION

For an application to be considered complete, all requested information must be provided. If an item is not applicable to your application, please state "not applicable" and provide an explanation why it is not applicable.

- **Initial Review Body:** Planning Commission
- **Meeting Frequency:** Fourth Tuesday of every month
- **Site Plan Required:** Site plans require professional seal of designer
- **Township Office Review:** Following application submission, a 31-day township staff review period will begin. After these 31 days, comments will be returned to the applicant for necessary revisions. Once the applicant submits the revised materials to the Township Planner and the application is deemed complete, it will be placed on the Planning Commission meeting agenda.
- **Initial Submission Requirements:** One (1) electronic copy emailed to the Township Planner (greg@freshcoastplanning.com) and two (2) copies folded to a size no larger than 11"x14". **No rolled plans shall be accepted.**
- **Plan Submission Requirements**: One (1) electronic and nine (9) copies of all plan materials for distribution to the Review Body are required to be folded to a size no larger than 11" x 14" and shall be clipped or otherwise secured in nine (9) equal groups. **No rolled plans shall be accepted.**

DO NOT DISCARD THIS PAGE
YOU MUST SUBMIT A COPY OF THIS PAGE WITH YOUR APPLICATION

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APPLICATION FEE:
$1,000 for 15 sites or less; $1,500 for 16 to 25 sites; $2,500 for 26 or more sites
+$5,000 minimum escrow (Please make separate check from application fee)

PROCEDURE:

Name of Applicant: _____

Address of Applicant: _____

Email: _____ Telephone: _____

Property Location: _____

Name of Owners: _____

Address of Owners: _____

Email: _____ Telephone:_____

Permanent Parcel Number:_____

Legal Description:_____

Parcel Size: _____ Current Zoning of Property: _____

Proposed Use of Property and/or Structure: _____

Point of Contact Name(POC)*: _____
*Point of Contact shall be the only person contacted by the township regarding the application

POC Telephone: _____ POC Email: _____

I agree to authorize members of the Planning Commission and representatives from the Zoning or Building Department to enter my property in order to review the particulars of my request.

_____ _____
Date Applicant's Signature

FOR OFFICE USE

REQUEST FEE: Date Received: _____ Payment of: _____ Via Check: _____ Cash: _____
ESCROW: Date Received: _____ Payment of: _____ Via Check: _____ Cash: _____

ACKNOWLEDGEMENT OF CONDITIONS & PERMIT REQUIREMENT

By signing below, the applicant explicitly acknowledges and agrees that all conditions of approval stipulated by the Planning Commission or Board of Trustees must be fully satisfied prior to the submission of **any building permit applications** for the project.

The applicant understands that building permit applications will not be accepted, reviewed, or processed until all required Planning Commission or Board of Trustees conditions have been met.

The applicant additionally understands that no building material, grade level or above ground site change shall occur without first receiving approval in writing from the Township Zoning Administrator, Planning Commission, or other authorized official.

Applicant Signature: _____

Date: _____

REQUIRED MATERIALS:

SEE CHAPTER 14 – PLANNED UNIT DEVELOPMENT DISTRICT

THE FOLLOWING MATERIALS MAY ALSO APPLY
(see the township office for copies)

- **SECTION 3.17 – LANDSCAPING AND SCREENING REQUIREMENTS**
- **SECTION 3.22 – OUTDOOR LIGHTING**
- **SECTION 3.31 – TRASH RECEPTACLES AND DUMPSTERS**
- **SECTION 3.36 – NON-MOTORIZED PATHWAYS**
- **CHAPTER 12A - IRONWOOD CORRIDOR OVERLAY DISTRICT**
- **CHAPTER 15 – OFF-STREET PARKING AND LOADING REQUIREMENTS**
- **CHAPTER 16 – SIGN REGULATIONS**
- **APPLICABLE ZONING DISTRICT PROVISIONS**