

KAWKAWLIN TOWNSHIP
APPLICATION FOR PLAN REVIEW

Date _____

Name of Applicant _____ Phone _____

Mailing Address _____

Name of Owner _____

Owner Mailing Address _____

Property Code _____

Present Zoning _____

Description of Property _____

Proposed Use of Structure for Review _____

An approved site plan request shall contain the signatures of the Chairman of the Planning Commission, Zoning Administrator and the developer or agent.

Of the three (3) copies of the site plan submitted by the applicant, one (1) copy shall be kept on file by the Planning Commission, one (1) copy retained in the Zoning Administrator's office and one (1) copy retained by the applicant.

Zoning Administrator _____

Planning Chairman _____

Developer or Agent _____

Application must be filed a minimum of 14 days prior to Planning Commission Meeting.

Fee _____ Applicant Signature _____

Site Plan - \$50 Special Use - \$250 Rezoning - \$335 Variance - \$200 Special Meeting - \$435

Section 1602 Site Plans (For Planning Commission)

A written application and site plan shall be submitted to the Zoning Administrator in the case of any:

1. **New development or redevelopment, including accessory buildings.**
2. **Rezoning request.**
3. Variance request.
4. **Request for a special exception use permit.**

All site plans shall be produced in triplicate, plus one for each Planning Commissioner drawn to scale, showing the following:

1. Legal description of the site.
2. A scale of not less than one inch equals 50 feet if the subject property is less than three acres and one inch equals 100 feet if three acres or more.
3. Date, north point and scale.
4. The dimensions of all lot and property lines showing the relationship of the subject property to abutting properties.
5. The location of all existing and proposed structures on the subject property and all existing structures with the dimensions and square footage, within 100 feet of the subject property.
6. The location of all existing and proposed drives and parking areas.
7. Landscaping plans.
8. Signs including locations and sizes.
9. The location and right-of-way widths of all abutting streets and alleys.
10. **The names and addresses of the architect, planner, designer or engineer responsible for the preparation of the site plan.**
11. Such other information concerning the lot or adjoining lots as may be essential for determining whether the provisions of this chapter are being observed.