

**CHARTER TOWNSHIP OF MERIDIAN
DEPARTMENT OF COMMUNITY PLANNING AND DEVELOPMENT
5151 MARSH ROAD, OKEMOS, MI 48864
PHONE: (517) 853-4560, FAX: (517) 853-4095**

MIXED USE PLANNED UNIT DEVELOPMENT APPLICATION

Before submitting this application for review, an applicant shall participate in the pre-application conference with the Director of Community Planning and Development to discuss the requirements for a Mixed Use Planned Unit Development.

Part I

- A. Applicant _____
Address of Applicant _____
Telephone - Work _____ E-Mail _____ Fax _____
Interest in property (circle one): Owner Tenant Option Other _____
(Please attach a list of all persons with an ownership interest in the property.)
- B. Site address / location / parcel number _____
Legal description (please attach if necessary) _____
Current zoning _____
Project name _____
- C. Developer (if different than applicant) _____
Address _____
Telephone: Work _____ E-Mail _____ Fax _____
- D. Architect, Engineer Planner or Surveyor responsible for design of project if different from applicant:
Name _____
Address _____
Telephone(s) _____ E-Mail _____ Fax _____
- E. Acreage of all parcels in the project: Gross _____ Net _____
- F. Proposed Uses and Site Amenities:
1. Non-residential uses:
 - a. Type _____
 - b. Percent of project area _____
 - c. Total square feet for non-residential uses _____
 - d. Usable floor area _____
 - e. Number of employees _____
 - f. Hours of operation _____

 2. Residential Uses:
 - a. Percent of project area _____
 - b. Total dwelling units _____
 - c. Dwelling unit mix:
 - i. Number of single family detached: for Rent _____ Condo _____
 - ii. Number of duplexes: for Rent _____ Condo _____
 - iii. Number of townhouses: for Rent _____ Condo _____
 - iv. Number of garden style apartments: for Rent _____ Condo _____
 - v. Number of other dwellings: for Rent _____ Condo _____

3. Parking:
 - a. Non-residential uses _____
 - b. Residential uses _____

4. Proposed Amenities: Type _____
 (General) Type _____
 Type _____
 Type _____

- Proposed Amenities: Type _____
 (Density Bonus) Type _____
 Type _____
 Type _____

G. The following support materials must be submitted with the application:

1. Nonrefundable fee.
2. Legal Description of the property. (A sealed survey may be required)
3. Evidence of fee or other ownership of the property or a letter from the owner authorizing the request including the owner's proof of ownership.
4. A written description of the project including, but not limited to: a site analysis; the principal factors which influenced the site plan and architectural elements; and, the proposed phasing program for non-residential and residential uses, installation and/or construction of amenities.
5. Fourteen copies (Thirteen (13) 24"x36" and one 8½" x11") of a Site Plan drawn to a readable scale containing the following (may be a set of plans for readability):
 - Total property, its location in the Township, its relationship to adjacent properties
 - Boundaries of subject property
 - Location and dimensions of all existing and proposed structures
 - Approximate location and distance of all structures within 100 feet of the subject property
 - Proposed means of vehicular and pedestrian ingress and egress to the subject property
 - Public and private roads and streets, rights-of-way and easements indicating names and widths of streets which abut or cross the site
 - Existing and proposed parking spaces and vehicular and pedestrian circulation patterns
 - Dimensions of setbacks from streets, property lines and between buildings on the site
 - Location of proposed amenities
 - Location and size of existing utilities including power lines and towers, both above and below ground
 - Amount and location and calculation of all impervious surfaces
 - Verified boundaries of all natural water features and required setback lines
6. A reproducible two foot contour topographic map based on United States Geological Survey (USGS) drawn at the same scale as the site plan and showing existing relief features on the site.
7. A schematic layout of the proposed storm sewer system.
8. Architectural sketches of all elevations of proposed buildings or structures, including the project entrances, as they will appear upon completion. The sketches should be accompanied by material samples or a display board of the proposed exterior materials and colors.
9. Floor plans of proposed residential units.

10. A Traffic Study (if the project will exceed 100 vehicle trips during the peak hours of the roadway(s), prepared by a qualified traffic engineer, based on the most current edition of *Evaluating Traffic Impact Studies: A Recommended Practice for Michigan Communities*, published by the State Department of Transportation.
 11. Natural Features Study for previously undeveloped properties which includes a written description of natural features proposed to be retained, removed, or modified. Natural features shall include, but are not limited to, wetlands, floodways, floodway fringe, waterbodies, significant stands of trees or individual trees greater than 12 inches dbh, identified groundwater vulnerable areas, slopes greater than 20 percent.
 12. Preliminary engineering reports in accordance with the adopted Township water and sewer standards, together with a letter of review from the Township Engineer.
 13. A sign program illustrating size and location of each proposed sign type.
 14. A lighting plan (see Chapter 38, Article VII).
 15. Copies of comments from reviewing agencies such as, but not limited to, the following:
 - Ingham County Road Commission
 - Ingham County Drain Commission
 - Michigan Department of Transportation (if applicable)
 - Michigan Department of Environmental Quality (if applicable)
 - The appropriate school board (as applicable)
- H. Any other information specified by the Director of Community Planning and Development which is deemed necessary to evaluate the application.

Part II

I (we) hereby grant permission for members of the Charter Township of Meridian's Boards and/or Commissions, Township staff member(s) and the Township's representatives or experts the right to enter onto the above described property (or as described in the attached information) in my (our) absence for the purpose of gathering information including but not limited to the taking and the use of photographs.

Yes No (Please check one)

By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate

Signature of Applicant

Date

Type/Print Name

Fee: _____

Received by: _____

Date: _____

Pre-Application Meeting Held: _____
Date

Application Complete: _____
Date

By: _____
Staff