



Village of Stevensville
5768 St. Joseph Avenue
Stevensville, MI 49127
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www.villageofstevensville.us

SITE PLAN REVIEW

CHECKLIST

This checklist is to help site plan applicants ensure a complete document is submitted. The Stevensville Planning Commission offers sketch site plan reviews prior to application submission.

SITE PLAN GENERAL INFORMATION

- Detailed site plan providing survey of entire property compliant with PA 132 of 1970 including property within 50 feet
- Scale: no greater than 1"=100'
- North arrow and complete legend
- Revision date(s)
- Owner, development, preparer's information
- Seal and signature of a registered architect, engineer, professional community planner or land surveyor
- Legal description and address
- Scale: Boundary lines with accurate dimensions, angles and references to corners, sections and plats

EXISTING CONDITIONS

- Area of site with proposed public right-of-ways, utilities, easements, access, shared access and drainage
- Area and dimensions of each lot depicted on the plan and dimensions of all existing structures
- Existing topography with contours at no greater than 2 foot intervals
- Existing drainage system and structures, including a storm drainage and storm water management plan (if applicable)
- All swales, drains, basins and other similar facilities at no greater than 2 foot intervals
- Where stands of trees are to be preserved, the general location is to be indicated.
- Existing roads, driveways and structures within 100 feet of the construction site property must be shown
- The adjacent properties and their uses identified, including the existing zoning districts

PROPOSED SITE

- Shape, size and location of all proposed structures (if detailed information about proposed structures is not available for site plan reviews, general areas for building locations must be indicated with general information about the buildings).
- Phasing plan, if applicable
- Density calculations
- Ground coverage ratios
- Location of proposed easements or special land use arrangements
- Location of proposed utilities
- Location of all existing and proposed fire hydrants, emergency vehicle access and sprinkler system connections
- Soil erosion and sedimentation control permit approval
- Storm water management plan and permit approval
- Notation of any variances that have or are intended to be obtained
- Any lot split or combination required
- Demonstration of compatibility of proposed development with surrounding areas

CIRCULATION & PARKING

- Locations, width and profile of proposed road, driveway and pedestrian circulation patterns
- Easements for rights-of-way (utilities, access, shared access, drainage)
- Acceleration and deceleration lanes
- Driveway/road ingress permit approval
- Inside radius of all curves
- Total number, layout and dimensions of parking spaces, including handicap spaces
- Location and size of loading spaces, if required
- All directional signage, pavement markings, etc
- Street names

STRUCTURES

- Drawing of all buildings and dimensions
- Elevations from each direction
- Floor plans
- All existing and proposed overhangs or canopies and the proposed height above ground elevation

RESIDENTIAL PROJECTS (SITE SUMMARY)

- Property dimensions, number of proposed lots, set back or yard areas and building envelope
- Recreational facilities
- Open space: location, percentage of area involved

COMMERCIAL PROJECTS

- Floor plan – office, storage, etc. dimensions
- Number of employees at maximum per shift
- Number of floors
- Dumpster location and screening details
- Proposed outdoor or below ground storage facilities; hazardous substances use and storage on site

LANDSCAPE PLAN

- Location, spacing, size and species of plant material
- Plant material to be retained and to be removed
- Ground cover and method of irrigation
- Maintenance procedures

EXTERIOR LIGHTING

- Location, size, height and type of all freestanding pole-mounted light fixtures
- Location and type of all building mounted or other lighting sources
- Photometric plan for entire site

SIGNAGE

- Location, size, height and type of proposed signs
- Color, lettering style and all sign details