

ALBERT TOWNSHIP SITE PLAN  
APPLICATION  
New Site Plan/Change of Use/Amendments to Original Plan  
Case Number 2019-\_\_\_\_\_

Property Owner: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address of Site Plan Parcel: \_\_\_\_\_

Name and Address of Firm Preparing Site Plan:  
\_\_\_\_\_  
\_\_\_\_\_

Site Plan Review Fee: \_\_\_\_\_ Dated Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Property's Legal Description:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Gross Acreage of development: \_\_\_\_\_ Total Usable Floor Area: \_\_\_\_\_

Type of Use: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_

***Please attach an impact statement addressing the demands the development will have on community services and any environmental impacts.***

**SITE PLAN REQUIRED DATA (The following must be supplied by the applicant)**

*Zoning Administrator must verify the following:*

**A. PROPERTY IDENTIFICATION \_\_\_\_\_**

1. Boundaries, dimensions, and legal description
2. Includes name and address of property owner, developer and designer
3. Map showing location, vicinity map showing relationship to surrounding street system, adjacent properties and their uses.

**B. DATE, SCALE & NORTH ARROW \_\_\_\_\_**

1. "Site plan shows drawing scale, and is of such a scale and accuracy that the site plan can be readily interpreted."
2. The site plan shows the north point

**C. PHYSICAL FEATURES OF SITE \_\_\_\_\_**

1. Shows land elevations (topography)
2. Natural features, such as woods, streams, rivers, lakes, drains and similar

D. EXISTING MAN-MADE FEATURES \_\_\_\_\_

1. Buildings/Structures
2. Utilities including high tension towers, pipelines & existing utilities such as water & sewer lines
3. Excavations
4. Bridges, culverts & drains
5. Easements
6. Proposed location of connections to existing utilities & proposed extensions

E. BUILDING FEATURES \_\_\_\_\_

1. Location (must show all setbacks)
2. Proposed finished floor and grade line elevations
3. Size of proposed principal and accessory buildings
4. Their relation to one another and to any existing structure on the site
5. The height of all buildings and square footage of floor space

F. DENSITY (For residential developments) \_\_\_\_\_

1. Density schedule showing the number of dwelling units per net acre
2. Dwelling schedule showing the unit type and number of each unit type

G. CIRCULATION - VEHICULAR & PEDESTRIAN \_\_\_\_\_

1. Show proposed streets, driveways and sidewalks
2. Show other pedestrian and vehicular circulation features within and adjacent to the site
3. Additional traffic study/survey may be required

H. PARKING \_\_\_\_\_

*See Zoning Ordinance, Article 3 Section 3.23 to determine required number of parking spaces.*

1. Show location, size and number of off-street parking spaces in the off-street parking area.
2. Show and identify service lanes and service parking (service parking may not be used for customer and/or employee parking requirements)

I. LANDSCAPING \_\_\_\_\_

1. Show proposed location, use and size of open spaces
2. Show proposed location of landscaping, fences, buffering, screening and/or walls
3. Proposed alterations to the topography and other natural features shall be indicated

J. WASTE/WATER \_\_\_\_\_

1. Show storage and disposal facilities for solid waste
2. Show dumpster location(s)
3. Show location of well and septic

K. LIGHTING \_\_\_\_\_

*See Zoning Ordinance, Article 3 Section 3.22 to determine lighting requirements.*

1. Show location of all exterior lighting
2. Schedule specifying size and type of lighting

L. HAZARDOUS MATERIAL \_\_\_\_\_

1. Specify any hazardous materials used or generated on-site
2. Storage, use and disposal information and how in compliance with State & Federal regulations

M. OUTSIDE STORAGE \_\_\_\_\_

1. Show location of all outdoor storage

N. SIGNS \_\_\_\_\_

See Zoning Ordinance, Article 3 Section 3.26 to determine sign regulations.

- 1. Location, dimensions and lighting of signs

O. COMPLIANCE WITH ALL STATE AND FEDERAL LAWS \_\_\_\_\_

- 1. Signature below affidavit at end of this Site Plan Review application.

P. GROUNDWATER PROTECTION INFORMATION \_\_\_\_\_

See Zoning Ordinance, Article 3 Section 3.18 for Ground Water Protection Standards.

USES SUBJECT TO SPECIAL APPROVAL - ADDITIONAL REQUIREMENTS

See special form for specific purpose, per Article 6 Section 6.3

ADDITIONAL COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I, the undersigned, give permission for the members of the Albert Township Planning, Commission, and/or the Albert Township Zoning Administrator to enter the above listed property to make the necessary inspections pertaining to this application.**

*Applicant's Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate. The applicant certifies that this development shall comply with all applicable Federal, State, County and local laws and regulations. Approval of this site plan is contingent upon such certification.**

*Applicant's Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

COMMITTEE ACTION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CHAIRPERSON \_\_\_\_\_ DATE \_\_\_\_\_

ZONING ADMINISTRATOR \_\_\_\_\_ DATE \_\_\_\_\_