

Site Plan Review Table

To find out which process fits the project, refer to Table 2115.1 on the next page. The following types of site plan review are listed below:

Exempt: Select projects, such as single family homes on an individual lot, are exempt from site plan review given their relatively low level of impact on adjacent land uses, and given that compliance with applicable building and fire code and zoning regulations can be addressed during the building permit review process.

Full site plan: The most involved process for larger and more intense projects, including most new developments and major expansions.

Sketch plan: Smaller scale projects and expansions or changes in use to existing sites are permitted to provide less detailed information than a full scale site plan review. The level of information is intended to be proportionate to the extent of the change and yet insure adequate review for compliance with applicable standards. Sketch plans shall still undergo a formal review by the planning commission.

Administrative review: Select smaller scale projects and expansions or changes in use to existing sites, which are required to provide a sketch plan, do not require review by the planning commission; but instead shall undergo a formal review for approval by the township community and economic development department.

Site condominiums and planned developments: Site plans for site condominiums and planned developments shall follow the procedure as provided in sections 2116 and 1903 respectively. Plats for subdivisions shall follow the procedures of the township subdivision regulations ordinance number 44 and the Michigan Land Division Act. Site condominiums shall be required to meet the same design standards as subdivision plats, in accordance with the township zoning ordinance, subdivision regulations ordinance and all other applicable township regulations.

Multiple-family and condominiums: Site plans for multiple-family and condominium developments shall require the review and approval of both preliminary and final plans by the planning commission and township board.

Table 2115.1

Situation/Use	Full Site Plan Review	Sketch Plan Review ¹	Administrative Review ²	Exempt ³
New Development:				
Construction of one single-family dwelling unit on one lot in a residential zoning district.				✓
Construction of more than one principal residential building on a single lot, such as site condominiums.	✓			
Construction of any multiple-family residential or nonresidential principal building.	✓			
Any use or development for which the submission of a site plan is required by any provision of this ordinance.	✓			
Any use in an RM, MH, PD, OS, B, FS, IRO, I or P district.	✓			
All uses not otherwise included within a specific use district, per Sec. 2107.	✓			
Establishment of special conditional uses in all zoning districts, except where specifically noted elsewhere in this table.	✓			
Construction of essential public service buildings and storage areas.	✓			
Golf courses and public/private parks.		✓ ⁴		
Minor changes during construction such as changes in landscape species to a similar variety, realignment of a driveway or road due to an unanticipated and documented constraint during construction, or to improve safety or protect natural features as required by outside agencies.			✓	
Construction of cellular and similar communication towers ⁷ .		✓		
Co-location of new antennas on an existing approved tower ⁷ .			✓	
Installation of new antennas on an existing building ⁷ .		✓		
Installation of new antennas on light poles or other structures ⁷ .		✓		

Situation/Use	Full Site Plan Review	Sketch Plan Review ¹	Administrative Review ²	Exempt ³
Expansions:				
Expansion of one single-family dwelling unit on one lot in a residential zoning district.				✓
An increase in the floor area up to 1,000 square feet or ten percent of the existing floor area, whichever is less, based on the cumulative total of the proposed expansion and any expansion within the last five years, as determined by the township community and economic development department.		✓		
An increase in the floor area greater than that specified above.	✓			
An increase in parking or loading area of up to ten percent or 6,000 square feet of pavement area without any building changes.			✓ ⁵	
An increase in parking or loading area over ten percent or 6,000 square feet of pavement area.		✓ ⁵		
Construction of any multiple-family residential or nonresidential accessory building.		✓		
Changes to building height that do not add additional floor area.			✓	
Changes in Use:				
Any change in the use of land or a building to a more intensive use, in terms of parking needs, noise, traffic volumes, and similar impacts, as determined by township.	✓			
A change in use for a site that does not comply with current site design standards (such as landscaping, signage, lighting or drainage). (Refer to nonconforming regulations)		✓		
A change in use to a similar or less intense use provided the site shall not require any significant changes in the existing site facilities such as parking, landscaping, lighting, signs, bike paths or sidewalks.			✓	
Improvements to outdoor recreational uses and parks that are permitted uses.			✓	
A change from a nonconforming use, building or site, to a more conforming situation.		✓		

Situation/Use	Full Site Plan Review	Sketch Plan Review ¹	Administrative Review ²	Exempt ³
Other Types of Projects:				
Accessory open-air businesses.		✓		
Accessory buildings and structures constructed or erected accessory to a permitted single-family dwelling unit; and those up to 100 square feet in area in other districts.				✓ ⁴
Accessory buildings and structures greater than 100 square feet associated with a non-single-family residential use in any zoning district.			✓	
Accessory keeping of animals.				✓
Architectural changes to a non-single-family residential structure (an elevation plan describing changes and construction materials is required).			✓	
Bike path, pathway or sidewalk construction or relocation.			✓ ⁵	
Construction of an entrance feature associated with a non-single-family residential use (walls, landscaping, etc.).		✓		
Fences associated with a non-single-family residential use, installed or improved.			✓ ⁵	
Grading, excavation, filling, soil removal, creation of ponds or clearing of trees within an area up to 100 square feet, provided such activity is normally and customarily incidental to single-family uses on the site.				✓ ⁶
Grading, excavation, filling, soil removal, and creation of ponds or clearing of trees other than that specified above.		✓ ^{5,6}		
Home occupations.		✓		
Internal construction or change in the floor plan that does not increase gross floor area, increase the intensity of use or affect parking requirements on a site which meets all site design standards of the ordinance.				✓
Landscape changes to similar species and that are consistent with the standards of this ordinance.			✓	
Modifications to upgrade a non-single-family residential building to improve barrier-free design, or to comply with the Americans with Disabilities Act or other federal, state or county regulations.				
Parking lot improvements provided the total number of spaces shall remain constant.			✓ ⁵	
Residential care facilities licensed by the state that require special land use approval.		✓		

Situation/Use	Full Site Plan Review	Sketch Plan Review ¹	Administrative Review ²	Exempt ³
Other Types of Projects: (continued)				
Sign relocation or replacement provided it meets the dimensional and location standards of this ordinance.			✓	
Site improvements such as installation of walls, fences, lighting or curbing consistent with ordinance standards.			✓	
Temporary uses, sales and seasonal events.		✓		
Utility system improvements.				✓ ⁵
Waste receptacle relocation to a more inconspicuous location or installation of screening around the waste receptacle.			✓	

Footnotes:

1. Requires review and approval by the planning commission (see Section 2115.3).
2. The township community and economic development department has authority for approval (see Section 2115.4). If the modifications are not deemed minor, then normal site plan review by the planning commission shall be required. Planning commission review shall be required for all site plans that involve a request for a variance, a special conditional use, or discretionary decisions.
3. A building permit, plot plan, grading and engineering review is still required.
4. For a golf course, a general layout of holes, ball trajectory and natural features is required; full site plan review is required for buildings, structures and parking areas that illustrate the area around such facilities.
5. Construction, grading, drainage and erosion control plans must be approved by the township engineer.
6. See also the township natural features ordinance.
7. See Section 2107.1 Wireless communication towers and antennas.