

**SITE PLAN CHECKLIST
 SUP 20-5
 Name: Meridian Brick
 3820 Serr Road
 Site Plan Date: 11-3-20**

APPLICATION COMPLETE

- X A completed and signed copy of the site plan review application
- Fourteen copies of a completed site plan
- X Application fee

SITE PLAN INFORMATIONAL REQUIREMENTS				
Sec. 8.4.1 Required Information	Does Site Plan Include This Information?			
	Yes	No	N/A	Comment
The plan shall be drawn to a scale of not greater than 1 inch equals 20 feet.			X	Scale is 1" = 150' due to the size of the development
A. Statistical data including number of dwelling units, size of dwelling units (e.g.1 bedroom, 2 bedrooms, and 3 bedrooms), if any, and total gross acreage involved. In the case of mobile home parks, the size and location of each mobile home site shall be shown. In all other cases, the location, type, horsepower, fuel dimension, and other data of all machinery to be used on the proposed site. This information is required to determine compliance with minimum lot size, maximum lot coverage, density, and parking requirements.	X			Sheet 1
B. The location of existing and proposed principal and accessory buildings on the lot and the distance of each building to each other and the lot lines. This information is required to determine compliance with building separation and setback requirements.	X			Sheet 1
C. Vehicular traffic and pedestrian circulation features within the site including driveways, drives, sidewalks, and also streets or driveways within 100 feet of the property. This information is required to determine compliance with site plan standards for site access, pedestrian safety, and traffic flow.	X			Sheet 2

SITE PLAN INFORMATIONAL REQUIREMENTS				
Sec. 8.4.1 Required Information	Does Site Plan Include This Information?			
	Yes	No	N/A	Comment
D. The location and dimensions of all off-street parking areas including maneuvering lanes, service lanes, off-street loading spaces, and other service areas within the development. Included in the site plan notes shall be a parking schedule demonstrating how compliance with the parking requirements of Section 10.3 have been met. This information is required to determine off-street parking requirements.		X		Off-street parking does not appear to be on the site plan. Assuming it may change as the site is excavated, a description of how it is proposed to be provided should be provided.
E. The location, dimensions, and proposed use of all onsite recreation areas, if any. This information is required to determine compliance with any recreation requirements and because such areas may be significant generators of noise and traffic.			X	No proposed on site recreation areas
F. The location of all proposed landscaping, fences or walls as required in Article 11 of this Ordinance to determine compliance with the requirements of this article.	X			Sheet 2
G. The height and dimensions of all structures. This information is required to determine compliance with the maximum height and lot coverage requirements of this Ordinance.	?			There does not appear to be any proposed structures.
H. Front, rear, and side elevations of any typical structure proposed for development.			X	There does not appear to be any proposed structures.
I. The location and capacity of private or public water lines and system capacity, sanitary sewer lines and treatment capacity, and solid waste disposal facilities servicing the site. This information is required to ensure compliance with the standards requiring adequate water and sewer service.			X	Excavation expansion does not appear to need water or sewer.
J. The locations, dimensions, and lighting of all signs. This information is intended to ensure compliance with lighting and clear vision requirements of this Ordinance.			X	No proposed signage.
K. The location, intensity, and orientation of all lighting. This information is intended to determine compliance with requirements regarding lighting. The township may also require the light foot print and/or the method of shielding noted on the plan.	?			Any proposed lighting?

SITE PLAN INFORMATIONAL REQUIREMENTS				
Sec. 8.4.1 Required Information	Does Site Plan Include This Information?			
	Yes	No	N/A	Comment
L. A location map at a larger scale, indicating the relationship of the site to the surrounding land use. This information is intended to orient the planning commission to the site and its relationship to surrounding land uses, transportation network, etc.	X			Sheet 1
M. North arrow and scale.	X			All sheets
N. All buildings and structures within 100 feet of the proposed site. This information is needed to identify any setbacks related to buildings on adjacent property and to evaluate potential impact of uses off-site.	X			Sheet 1
O. All easements or right-of-way on property. This information is needed to determine the buildable portions of the lot and the setbacks required from rights-of-way.	X			Sheet 2
P. All existing natural features including streams, ponds, wood lots, wetlands, and 100-year floodplain. An environmental review checklist provided by the zoning administrator shall be attached to the site plan. This information is needed to determine any environmental review by DEQ or DNR that might be required, as well as identifying unbuildable areas.	X			Sheet 1 and 2
Q. Number of employees in the largest shift and/or a floor plan showing existing and proposed uses. This information is required for determination of parking requirements.		X		This information does not appear to be provided.
R. Location of trash dumpster. This information is required to ensure that the dumpster is located in an area where it will not detract from the look of the community and will not impede traffic flow unnecessarily when it's being emptied.			X	No proposed dumpster.
S. Designated fire lanes. This information is required to permit the fire chief the ability to review the proposed location of fire lanes in relation to the building and fire hydrants.			?	Plans should be reviewed by the fire department.
T. Areas designated for hazardous material storage, including the types of materials to be stored, their characteristics and methods of coping with spills or other accidents involving these materials, such as secondary containment.			X	No proposed hazardous material storage. Storage is handled at the existing site.

SITE PLAN INFORMATIONAL REQUIREMENTS				
Sec. 8.4.1 Required Information	Does Site Plan Include This Information?			
	Yes	No	N/A	Comment
U. Existing and proposed grades at 2-foot contours and proposed drainage patterns including existing and proposed drains and detention/retention basins. This information is required to determine compliance with buffering of adjacent property (grade change), adequacy of slope for proper drainage, and appropriateness of drainage patterns.	X			Sheet 2
V. Legal description of parcel(s). In addition, any survey monuments located on or adjacent to the site and included in the legal description shall be shown on the site plan. This information is required in order to check dimensions on the site plan and to confirm the location of the property being developed.	X			Sheet 1
W. The name, address, and telephone number of the owner and architect/engineer/ surveyor/landscape architect who prepared the plans. This information is required to permit plan reviewers to contact the owner or the person who prepared the plan in case of questions.	X			Sheet 1
X. The seal of the architect, engineer, surveyor, or landscape architect who prepared the plans. All major site plans must be prepared by a licensed/registered architect, engineer, surveyor, or landscape architect.		X		There does not appear to be any seal.

DISTRICT REQUIREMENTS	
What is the use: Mining Operation	
Is use permitted in the district it is located in: M-1 <input type="radio"/> By Right <input checked="" type="radio"/> By SUP	

DISTRICT DIMENSIONAL REQUIREMENTS		
<i>District Requirement</i>	<i>Ordinance Standard</i>	<i>Proposed Plot Plan</i>
<i>Minimum Lot Area (sq. ft.)</i>	1 acre	34 acres
<i>Minimum Lot Width (ft.)</i>	150'	>150'
<i>Minimum Setbacks - Front</i>	75'	150'
<i>- Sides (both)</i>	25'	?
<i>- Sides (one)</i>	25'	?
<i>- Rear</i>	50'	100'
<i>Minimum Floor Area</i>	N/A	N/A
<i>Maximum Building Height (ft and stories)</i>	35'	N/A
<i>Maximum Lot Coverage (%)</i>	50%	N/A
<i>Are there any required conditions for this district?</i>	See Section 15.21 – Surface Mining	

SUPPLEMENTAL REGULATIONS				
Requirements	Does Plot Plan Meet Requirements?			
	Yes	No	N/A	Comment
Section 12.2 Minimum Lot Frontage on Road - Does the lot have adequate frontage on a public road or a private drive (see cluster and cul-de-sac exceptions)?	X			Sheet 2
Section 12.2.1 Common Driveway - If a common driveway is proposed, does it comply with the minimum requirements of this Section?			X	No proposed common driveway
Section 12.2.2 Rear Dwelling Prohibited - Do the plans exclude any separate dwellings in the rear of the lot?			X	No proposed rear dwelling.
Section 12.2.5 Required Water Supply and Sanitary Sewerage Facilities - Do any structures proposed for human habitation have safe and effective water supply and sanitary sewage system?			X	No proposed structures requiring water or sewer.
Section 12.2.6 - Does the project comply with the soil erosion and sedimentation control requirements of the county and the state?	?			Plans must be reviewed by the County Environmental Health Department.
Section 12.2.8 Temporary Buildings - Do all proposed temporary buildings comply with the required setback for accessory buildings??			X	No proposed temporary buildings
Section 12.2.9 Lot Frontage/Depth Ratio - Do any proposed lots comply with the lot depth to width ratio of 4 to 1?			X	No proposed lots
Section 12.2.10 Waterfront Setback - Are all principal structures at least 100 feet from a lake, stream, or river?			X	No waterfront
Section 12.3.1 Accessory Buildings - Are all accessory buildings that are unattached to the principal structure at least 10 feet from any other structure and do they comply with the required minimum setbacks in their district unless accepted by 12.3.3?			X	No proposed accessory buildings
Section 12.3.2 Accessory Uses- Garages - Do any proposed residential garages meet the maximum size and maximum lot coverage requirements of this Section?			X	No proposed accessory buildings
Section 12.3.3 Accessory Buildings- Residential Lots - Do any proposed accessory buildings in the R-1A, R-1B, R-1C or R-1D district meet the setbacks of this Section?			X	No proposed accessory buildings
Section 12.3.4 Accessory Buildings- Agricultural Lots - Do any proposed accessory buildings in the A-1 or A-2 district meet the setbacks of this Section?			X	No proposed accessory buildings
Section 12.4 Supplementary Yard Regulations - Do any legal non-conforming lots comply with the supplementary side and rear yard setbacks?			X	Property appears to be conforming

SUPPLEMENTAL REGULATIONS				
Requirements	Does Plot Plan Meet Requirements?			
	Yes	No	N/A	Comment
Section 12.4.3 Reduction of Front Yard Setback - If a residential lot is on a block with existing homes with non-conforming front yard setbacks, does the proposed setback meet the exception of this Section?			X	Not a residential property
Section 12.4.4 Permitted Yard Encroachments - Do any proposed paved terraces, patios, decks, uncovered porches special structural elements (cornices, sills, chimneys, eaves, etc) fire escapes, outside stairways, or balconies comply with the requirements of this Section?			X	No proposed architectural features
Section 12.5.1 Permitted Exception (Height)- Structural Appurtenances - Do any proposed structural appurtenances comply with the provisions of this Section?			X	No proposed structures
Section 12.5.3 Permitted Exception (Height)- Business and Industrial Districts - Do any structures that exceed the maximum height allowed in Article 9 comply with this exception?			X	No proposed structures
Section 12.6 Clear Vision Triangle - Does any development at the intersection of two streets comply with the 30-foot clear vision triangle or the intersection of a street and a driveway comply with the 20-foot clear vision triangle requirements of this Section?			X	Development is not at an intersection of two streets
Section 12.7 Swimming Pools - Do any proposed swimming pools conform to the setback requirements for accessory structures in the district they are located in and are they located outside the area set aside as a replacement field on the parcels septic system permit?			X	No proposed swimming pools
Section 12.8 Flood Plain Regulations - Do any proposed structures in the floodplain have the required approvals per the building code and state law?			X	No proposed structures, however mining is proposed in a 100-year flood zone.
Section 12.10 One Principal Building per Lot - Is the proposed development limited to one principal building per lot or constitute one of the approved exceptions?			X	No proposed buildings
Section 13.3 Non-Conforming Use of Land - If the existing use is non-conforming, does the change comply with the provisions of this Section prohibiting expansion?			X	Site appears to be conforming.
Section 13.4 Non-Conforming Uses of Structures - Are any changes to non-conforming use of structures in compliance with this Ordinance?			X	Site appears to be conforming.
Section 13.5 Non-Conforming Structures - Are any changes to non-conforming structures in compliance with this Ordinance?			X	Site appears to be conforming.
Section 13.6 Change of Non-Conforming Use - Have any changes from one non-conforming use to another been approved by the ZBA?			X	Site appears to be conforming.

SUPPLEMENTAL REGULATIONS				
Requirements	Does Plot Plan Meet Requirements?			
	Yes	No	N/A	Comment
Section 10.4.1 Location of Parking Areas - If the proposed parking area for a use is not on the same lot as that use, does it meet the requirements of this Section?		X		There does not appear to be any parking provided.
Section 10.4.2 Minimum Parking Space Size - Do all proposed parking spaces and maneuvering lanes comply with the minimum size requirements of this Section?		X		There does not appear to be any parking provided.
Section 10.4.4 Parking Area Ingress and Egress - Are all driveway entrances at least 20 feet wide and at least 25 feet from an adjacent residential lot?		X		There does not appear to be any parking provided.
Section 10.4.6 Parking Area Surface - Are all parking areas provided with a dustless and durable surface?		X		There does not appear to be any parking provided.
Section 10.4.7 Parking Area Lighting - Are all parking areas provided with adequate lighting when they are in operation and are arranged so as to reflect away from residential property and roadways?		X		There does not appear to be any parking provided.
Section 10.4.8 Parking Area Landscaping - Does parking lot landscaping comply with Article 11?		X		There does not appear to be any parking areas provided.
Section 10.4.9 Front Yard Parking - Is a 25-foot greenbelt provided between the front lot line and the edge of any parking area?		X		There does not appear to be any parking provided.
Section 10.4.10 Barrier Free Parking - Are barrier free spaces provided per Table 10-2?		X		There does not appear to be any parking provided.
Section 10.5.4 Loading/Unloading Space Requirements - Are all proposed spaces at least 12 feet wide, 50 feet long, with a 14-foot height clearance?		X		There does not appear to be any loading provided.

Parking and Loading Space Requirements Section 10.3 Parking Spaces Required.		
	<i>Required</i>	<i>Provided</i>
<i>Parking Spaces</i>	1 per two employees	?
<i>Loading Spaces</i>	None because there are no proposed buildings	?

LANDSCAPING REQUIREMENTS				
Article 11				
Requirements	Does Plot Plan Meet Requirements?			
	Yes	No	N/A	Comment
Section 11.3 Minimum Buffer Zones - Are the required minimum buffer zones provided?	X			Sheet 2 (10 foot earthen berm)

Section 11.4 Required Parking Lot Trees and Parking Lot Islands - Does proposed parking lot landscaping meet these requirements?	?			There does not appear to be any permanent parking provided.
Section 11.5 Green Belts Required Along Public Right of Way - Does proposed landscaping along the right-of-way comply with these requirements?	?			A berm is provided along Serr Road. Tile Plant Road is private. PC could find this is adequate.

SURFACE MINING REQUIREMENTS				
Section 15.21				
Requirements	Does Plot Plan Meet Requirements?			
	Yes	No	N/A	Comment
15.21.1. General Site Plan Requirements - Does the application include all these items?	X			Sheet 2 contains most of the required information. -Haul route needs to be clarified – Is brick plant final destination? -Any processing equipment on site?
15.21.2. Site Development Requirements - Does proposed mining operation meet these requirements?	X			Most info on sheets and application materials. -How will equipment be sound proofed?
Financial Guarantees – Applicants must provide surety bonds totaling \$4,000 per acre.		X		This does not appear to be provided.
Additional Mining Requirements				
The Planning Commission may require the applicant to construct and/or improve a road to accommodate the truck travel necessitated by the operations as a condition of such operations and for the purpose of routing traffic around residential areas and preventing damage to existing roads which are not “all-weather” roads.				
The Planning Commission shall determine the potential safety hazards at entrances, pits, cell units, pond area, extraction areas, or other slopes and establish fencing requirements accordingly.				
The Planning Commission sets the hours of operation after consideration of the surrounding land uses and the particular traffic patterns on public haul routes in the area. The maximum range of hours is Monday through Saturday from 7:00 a.m. to 6:30 p.m. and shall be prohibited on legal holidays and Sundays.				

The Planning Commission may impose additional conditions and safeguards deemed necessary for the public health, safety, or general welfare; for the protection of individual property rights, and for insuring the intent and purpose of this ordinance.

Following the public hearing, the Caledonia Township Planning Commission shall grant or deny the application and set forth its reasons for its decision. Such decision shall be based upon the criteria set forth within the ordinance and shall be based, in addition, on a consideration of the following:

1. The most advantageous use of the land as determined by the Caledonia Township Planning Commission resources and property.
2. Conservation of natural resources and environmental factors, and the general appropriate trend and character of development in the subject area.
3. The protection and preservation of the general health, safety, and welfare of the township.
4. The scarcity or value of minerals sought to be mined as compared with the effect upon the adjacent community of the proposed operation.
5. In making any decision, the Planning Commission shall have the right and authority to impose such additional conditions and safeguards as it deems necessary for the protection of the health, safety, and general welfare of the neighborhood and of the adjoining residence and property owners.

GENERAL STANDARDS FOR APPROVAL OF SITE PLANS				
SEC 8.6 STANDARDS		Does Site Meet Requirements?		
		Yes	No	N/A
1. Ordinance Requirements. The plan shall comply with all requirements of this Ordinance including parking, lot and building dimensions and setbacks, lighting, and landscaping.				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>It appears the applicant has met most the standards other than parking and greenbelt requirements.</i>	Planning Commission Comments:		
2. Local, State, and Federal Requirements. The plan shall comply with all relevant local, state and federal laws, rules, and regulations including those regulating flood plains, wetlands, construction around, airports, and driveways along state highways.				

GENERAL STANDARDS FOR APPROVAL OF SITE PLANS

SEC 8.6 STANDARDS	Does Site Meet Requirements?		
	Yes	No	N/A

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: Environmental Health Dept – SESC Drain Commission – drainage Fire Dept – Fire / emergency vehicle access Michigan Dept of Environment, Great Lakes and Energy – Wetlands and floodplain permits	Planning Commission Comments:
----------------------	---	-------------------------------

3. Traffic. That there is a proper relationship between the existing streets and highways within the vicinity and proposed deceleration lanes, service drives, entrance and exit driveways, and parking areas to assure the safety and convenience of pedestrian and vehicular traffic.

--	--	--

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: <i>There appears to be adequate flow of traffic on and off the site, however, more information should be provided regarding the number of employees and frequency of truck traffic to be certain. It appears that all access from the site to the plant is internal.</i>	Planning Commission Comments:
----------------------	---	-------------------------------

4. Building Location. That the buildings structures and entryways thereto proposed to be located upon the premises are so situated and designed as to minimize adverse effects therefrom upon owners and occupants of adjacent properties and the neighborhood.

--	--	--

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: <i>It appears the proposed development is situated to not adversely impact its neighbors.</i>	Planning Commission Comments:
----------------------	--	-------------------------------

5. Natural Features. That as many natural features of the landscape shall be retained as possible where they furnish a barrier or buffer between the project and adjoining properties used for dissimilar purposes and where they assist in preserving the general appearance of the neighborhood or help control erosion

--	--	--

GENERAL STANDARDS FOR APPROVAL OF SITE PLANS

SEC 8.6 STANDARDS	Does Site Meet Requirements?		
	Yes	No	N/A

or the discharge of storm waters.

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: <i>The excavation site partially sits within a 100-year flood plain. The proposed location appears to minimally impact existing trees. The mining of the site will require wetland permits.</i>	Planning Commission Comments:
----------------------	--	-------------------------------

6. Off-Site Impact. That any adverse effects of the proposed development and activities emanating therefrom upon adjoining residents or owners shall be minimized by appropriate screening, fencing, or landscaping.

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: <i>It appears the proposed expansion would not create off-site impacts as long as the buffering and berm standards are met. The closest residence appears to be 730' +/- and the property is owned by US/Meridian Brick. What is the status of the pit on the north side of Serr Road?</i>	Planning Commission Comments:
----------------------	---	-------------------------------

7. Emergency Access. That all buildings and structures are accessible to emergency vehicles.

COMMENTS/FINDINGS OF FACT:

Applicants Comments:	Zoning Administrators Comments: <i>The sites intention of providing adequate access for fire and emergency vehicles should be clarified and should be review by Fire Chief.</i>	Planning Commission Comments:
----------------------	--	-------------------------------

GENERAL STANDARDS FOR APPROVAL OF SITE PLANS

SEC 8.6 STANDARDS		Does Site Meet Requirements?		
		Yes	No	N/A
<p>8. Utility Availability. Utility service is adequate to serve the needs of the development. Water pressure and capacity are adequate to meet usage and fire fighting needs. Sewage treatment is adequate to handle the increase flow projected by the land use. Storm water facilities are adequate to handle any increased water run-off, which will be minimized through the use of storm water retention and detention facilities when appropriate. The site shall be designed to ensure that there is no increase in runoff on to adjacent sites or that existing drainage patterns are not harmed.</p>				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>It appears the proposed excavation site will not require water or sewer.</i>	Planning Commission Comments:		
<p>9. Infrastructure Improvements. Physical improvements including sidewalks, drives, and parking areas shall be built to adequate standards to minimize premature deterioration.</p>				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>It appears the proposed development will provide adequate infrastructure improvements.</i>	Planning Commission Comments:		
<p>10. Hazardous Materials. Sites at which hazardous substances are stored, used or generated shall be designed to prevent spill or discharges to the air, surface of the ground, groundwater, streams, drains, or wetlands. Secondary containment for above ground storage of hazardous material shall be provided.</p>				
COMMENTS/FINDINGS OF FACT:				
Applicants Comments:	Zoning Administrators Comments: <i>It appears the proposed development will not have any hazardous materials; it is unclear if hazardous materials are stored on the existing site.</i>	Planning Commission Comments:		

Sample Motion to Approve:

I make a motion to approve the requested site plan based on the following findings of fact:

- *It appears the applicant has met most the standards other than parking and greenbelt requirements.*
- *It is not clear if compliance with county standards for drainage and SESC are met and plans must be reviewed by the Fire Department, this can be part of the contingent approval.*
- *There appears to be adequate flow of traffic on and off the site, however, more information should be provided regarding the number of employees and frequency of truck traffic to be certain.*
- *It appears the proposed development is situated to not adversely impact its neighbors.*
- *The excavation site partially sits within a 100-year flood plain. The proposed location appears to minimally impact existing trees.*
- *It appears the proposed expansion would not create off-site impacts as long as the buffering and berm standards are met.*
- *There does not appear to be an indication of the fire lane. Should be review by Fire Chief.*
- *It appears the proposed excavation site will not require water or sewer.*
- *It appears the proposed development will provide adequate infrastructure improvements.*
- *It appears the proposed development will not have any hazardous materials; it is unclear if hazardous materials are stored on the existing site.*

Further, in order to ensure compliance with these standards, the following conditions are part of my motion to approve:

Sample motion to disapprove:

- **The site plan should be reviewed and approved by the**
 - **Environmental Health Dept – SESC**
 - **Drain Commission – drainage**
 - **Fire Dept – Fire / emergency vehicle access**
 - **Michigan Dept of Environment, Great Lakes and Energy – Wetlands and floodplain permits**
- **Provide missing information on**
 - **Parking**
 - **Landscaping**
 - **Clarify haul route**

I make a motion to deny the requested site plan based on the following findings of fact:

- It does not comply with _____ based on
- It does not comply with _____ based on

Sample motion to postpone:

I make a motion to postpone the approval of the site plan until the next regular meeting to provide the applicant with the opportunity to provide the following information.

- Information on _____ to verify compliance with _____
- Information on _____ to verify compliance with _____



R:\sdsk\Proj\F11742\Planning Commission\SUP\2020\SUP 20-5 Meridian Brick\site plan checklist and standards.docx