



# VILLAGE OF PINCKNEY

220 S. Howell Street  
Pinckney, MI 48169  
zoning@villageofpinckney.org

## APPLICATION FOR SITE PLAN REVIEW

Site Plan Review #: \_\_\_\_\_  
Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Date of Application: \_\_\_\_\_  
Applicant: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Project Address: \_\_\_\_\_ Tax Code: \_\_\_\_\_

Lot: \_\_\_\_\_ Subdivision: \_\_\_\_\_ Zoning: \_\_\_\_\_

- Preliminary Site Plan Review     Final Site Plan Review     Preliminary & Final

Description of Project: \_\_\_\_\_

### Submission requirements:

- Site Plan Application
- 6 copies of the Site Plan (24"x36") & 1 digital copy
- Impact Assessment Report (if required)
- Environmental Permits Checklist/Hazardous Substances Form (if required)
- Copies of Deed Restrictions, Easements, Protective Covenants, Master Deed or Association bylaws
- Proof that the Plan has been submitted for review to all other agencies (Final Site Plan)
- If the applicant is not the owner of record, a notarized statement from the owner that the applicant is acting on owner's behalf
- All appropriate fees

**Submittal shall be made no later than 30 days before the scheduled Planning Commission meeting – Meeting dates are listed on the village website: [villageofpinckney.org](http://villageofpinckney.org)**

Signature of Applicant: \_\_\_\_\_ Date \_\_\_\_\_

Date of Submittal: _____
Fee Paid: _____
Escrow Paid: _____

Planning Commission Action: (minutes shall be attached)
Preliminary Site Approved _____
Final Site Plan Approved _____

Fees:	
• Pre-Planning Meeting	\$1,000 per meeting Additional funds may be required
• Site Plan Application Fee:	\$700 per Review (preliminary & Final)
• Site Plan Revision:	\$350
<u>Escrow Account Deposit</u>	
Site Plan (Site size not disturbance area)	
• Less than 1 acre	\$5,000
• 1-5 acres	\$7,500
• 5-10 acres	\$10,000
• Over 10 acres	\$10,000+ \$500 per additional acre
(The applicant is responsible for replenishing the escrow account in \$2,000 increments to maintain 30% balance of the original escrow amount.)	