



Application for Plat Approval

3275 Central Blvd., Hudsonville, Michigan 49426-1450, 616.669.0200 www.hudsonville.org

It is **STRONGLY** recommended that any application that must go before the Planning Commission for approval be submitted to the City at least six (6) weeks in advance of the next regular meeting. This lead time is necessary to provide an adequate review period of the application materials for compliance with applicable codes, requirements and regulations, and to publicly post the meeting in accordance with State law. The Planning Commission meets on the third (3rd) Wednesday of every month at 7:00 p.m., with the exception of December.

NO application will be placed on a Planning Commission agenda until it has been determined by staff to meet **ALL** applicable codes, requirements, and regulations. As such, there is no guarantee that an application will be placed on the next regularly scheduled meeting agenda, even if submitted six (6) weeks in advance. It is the applicant's responsibility to modify (as requested by staff) and resubmit application materials in a timely matter.

The Plat application fee is **\$950 plus engineering, legal, and other professional costs.** The plat plan shall consist of an accurate, reproducible drawing at a scale of 1 inch equals 100 feet or less, showing the site and all land within 100 feet of the site. **Six (6) hard copies and a digital copy of the plans must be submitted initially with the application and fee (4 full size no larger than 24"x 36" and 2 11" x 17"). Sixteen revised hard copies (4 full size no larger than 24" x 36" & 12 11" x 17") and revised digital and CAD compatible copies will be required after initial review.**

Attendance by the owner or owner's representative is required at all Planning Commission or City Commission meetings at which this request is considered.

Date: _____ Application Number: **PA** _____

Base Fee: **\$ 950.00** PPN: _____

APPLICANT _____

Address: _____

Telephone: _____ Email Address: _____

OWNER OF PROPERTY (if different than applicant): _____

Address: _____

Telephone: _____ Email Address: _____

- Stormwater:** The acreage of disturbance for the project: _____. If the area of disturbance is more than 1 acre or is within 500' of an Ottawa County Drain, the Stormwater Plan Review checklist to be completed.

ENGINEER INFORMATION:

Name: _____

Address: _____

Telephone: _____ Email Address: _____

PLAT INFORMATION:

The following information should be provided either with this form or on the plat drawing. Please check the appropriate box for all information items included on the plat drawing and attach all other required information to this application form.

1. Plat name/subdivision #: _____

2. Number of lots and phases proposed: _____

3. Legal description of the land to be platted and its area in acres: _____

4. Names, addresses and telephone numbers of the proprietor, the planner, designer, engineer, or surveyor who designed the subdivision layout.

5. A location map showing the relationship of the proposed plat to the surrounding area.

6. The names of abutting subdivisions.

7. Date, north arrow and scale.

8. Legend.

9. Layout of streets, indicating street names, right-of-way widths, proposed pavement widths, and connections with adjoining platted streets. Approximate grade and curve radii calculations should also be provided.

10. Existing land use and existing zoning classifications of the proposed subdivision and that of abutting tracts.

11. Existing and proposed roads (name, ROW width, public or private, and type of surface).

12. A map of the entire area scheduled for development, including future phases if plat is to be done in phases. All proposed roads, including their connection to existing roads, should be shown.

- 13. Layout, number, area, building setbacks, and dimensions of lots. Width of lot at the front yard setback line should also be included.
- 14. The location of all floodplain or wetland areas.
- 15. The location of all existing features affecting the subdivision, such as freeways, railroads, buildings, woodlots, and watercourses etc.
- 16. The location of all existing and proposed sanitary sewers, water mains, storm drains and other underground facilities within or adjacent to the proposed subdivision, including the location and dimensions of proposed street systems and dedicated right-of-way or easements therefore. All proposed retention/detention basins to accommodate storm drainage and recording liber and page for existing easements should also be shown.
- 17. Existing and proposed drainage structures with type, size and invert elevations.
- 18. Existing and proposed contours at 2-foot intervals. Topography is to be based on U.S.G.S. datum.
- 19. Copies of any proposed covenants and deed restrictions, or a statement in writing that none is proposed. If common areas are to be reserved for use of the residents of the subdivision, copies of an agreement showing how the area will be maintained shall also be submitted.
- 20. Land intended to be dedicated or set aside for public use or for the common use of property owners in the subdivision showing location, dimensions, and purpose.
- 21. A statement indicating the proposed use to which the subdivisions will be put if other than single family.
- 22. If any portion of the subdivision will not be served by both public water and public sewer, submit copy of site report as described in the rules of State Department of Public Health.
- 23. Anticipated schedule for plat review and construction.

I do hereby submit application for plat approval and understand that **all engineering, legal, and other professional costs must be paid by the applicant.**

I also authorize the Planning Commission and City Staff to access the property for inspection purposes.

The answers and statements herein contained and the information submitted are in all respects true and correct to the best of my knowledge.

CIRCLE ONE:

I am the **owner lessee legal representative** involved in the request

Applicant's Name (Please Print)

Applicant's Signature

Date