

# Special Land Use Checklist

## Description:

Special Land Uses (SLU) are uses that may be allowed in a zoning district only after review of an additional set of criteria, (Article 13 of the City's Zoning Ordinance). These criteria are established to protect the districts from uses that may be more intense than the permitted uses within that district.

## Review Team:

Planning Commission, City Planner, Office of the City Manager, City Council

## Deadline and Meeting Requirement:

An application, fee and site plan must be submitted with a special land use application. Since a public hearing is required by State of Michigan law, the application deadline is one month before the next Planning Commission meeting. There are two meetings, the applicant or a representative must attend the meeting.

- 1) **Planning Commission.** Planning Commission hosts a public hearing regarding the request. Per State of Michigan law, the public hearing is within the local newspaper. Members of the public are welcome to attend the public hearing and voice their thoughts/concerns about the project. Planning Commission recommends approval or denial of the SLU request. PC also reviews the site plan submission.
- 2) **City Council.** City Council has the final authority over special land uses. The City Council approves or denies the SLU request.

## SLU Plan Submission Requirements:

1. A complete signed application and paid fee.
2. A complete SLU checklist and attachment of short answers.
3. One site plan. See site plan checklist.

## Checklist Requirements:

The applicant must complete this checklist and submit with the application. The applicant must provide responses that address how the project meets or exceeds the approval standard within the checklist. Feel free to use additional sheets of paper. **The application will be considered incomplete if answers are not provided.** For assistance, contact the Planning Department ([planningandzoning@eastpointecity.org](mailto:planningandzoning@eastpointecity.org)).

### STANDARD A

**Compatible with Adjacent Uses and an Improvement to Community.** The proposed use must be compatible with the adjacent uses and an improvement to the community. In determining whether this requirement has been met, consideration shall be given to location and screening of vehicular circulation and parking; location and screening or outdoor storage; hours of operation, bulk, and placement of proposed structures in relation to surrounding uses, proposed landscaping, and other site amenities.

**Applicant Response.**

### STANDARD B

**Consistent with Master Plan.** The proposed use must be consistent with the goals and vision of the Master Plan and any other strategic plans relevant to the area. How is this Special Land Use consistent with the policies of the Master Plan and other relevant strategic plans?

**Applicant Response.**

### STANDARD C

**Adequately Served by Essential Public Facilities.** The proposed use must be in a place that is served by essential public facilities and services. Is this Special Land Use located to be adequately served by essential public facilities, such as highways, streets, police, water and sewage, etc.? Explain.

**Applicant Response.**

### STANDARD D

**Impact on Pedestrian and Vehicle Traffic.** The proposed use must minimize the impact of the traffic generated by the proposed use on surroundings uses. Does the location of the proposed Special Land Use within the zoning district minimize the impact of the traffic generated by the proposed use? Consider, proximity and access to major thoroughfares, estimated traffic generated by proposed use, proximity and relation to intersection, adequacy of driver sight distances, location of and access to off -street parking, required vehicular turning movements and provision for pedestrian traffic.

**Applicant Response.**

### STANDARD E

**Protect Health, Safety and Welfare of Community from Nuisances.** The proposed use must not generate activities that are detrimental to the public health, safety, and welfare. Are there any detrimental effects or nuisances involved in the Special Land Use and how are these nuisances mitigated? Consider the production of traffic, noise, vibration, smoke, fumes, odor, dust, glare, light, etc.

**Applicant Response.**

### STANDARD F

**Consistent with Zoning Ordinance.** The use must be consistent and promote the intent and purpose of the Zoning Ordinance. Explain how this application for Special Land Use approval meets all specific criteria and design standards for the specific use outlined in the Zoning Ordinance.

**Applicant Response.**