



City of East Tawas

760 Newman Street
 East Tawas, MI 48730
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www.easttawas.com

Site Plan Check List

Preliminary Site Plan	
	Property owners and applicants name and address present on the plan
	Scale, north arrow and date of plan
	Location, description, dimensions, and area of the site; zoning classification and demonstration of compliance with lot area, width, coverage, and setback requirements.
	General topography and soils information and existing natural and manmade features to be retained or removed.
	Location and dimensions of proposed buildings/structures, including floor area, number of floors, height, number and type of dwelling units (where applicable).
	Proposed streets/drives, including general alignment, right-of-way, surface type and width.
	Proposed parking, including location and dimensions of spaces and aisles, and surface type.
	Adjacent land uses, property owners, and zoning and location of adjacent building and drives/streets.
	Proposed phasing
	Location and width of any easements on the site.

Final Site Plan

General Information

	Proprietors, applicants, and owner's names, addresses and telephone numbers.
	Date of preparation, including revisions.
	Scale and north point.
	Location map drawn at a scale of one inch equals 2,000 feet with north point indicated.
	Architects, engineers, surveyors, landscape architect's or planners seal.
	Existing and proposed lot lines, building lines, structures, parking areas, etc. on the parcel and within 100 feet of the site.
	Centerline and existing and proposed right-of-way lines of any street.
	Zoning classification of applicant's parcel and all abutting parcels
	Gross Acreage figure

Physical Features

	Acceleration, deceleration and passing lanes and approaches.
	Proposed locations of access drives, street intersections, driveway locations, sidewalks and curbing.
	Locations of existing and proposed service facilities above and below ground, including:
	1. chemical and fuel storage tanks and containers
	2. Water supply facilities
	3. Sanitary sewage disposal facilities

	4. Stormwater control facilities and structures.
	5. Location of all easements.
	Location of all structures, with setback and yard dimensions.
	Location, number and size of parking spaces, drives and method of surfacing.
	Exterior lighting locations and illumination patterns.
	Location and description of all existing and proposed landscaping, berms, fencing and walls.
	Trash receptacle pad location and method of screening.
	Transformer pad location and method of screening.
	Dedicated road of service drive locations
	Entrance details, including sign locations and sizes.
	Designation of fire lanes.
	Any other pertinent physical features.
<i>Natural Features</i>	
	Soil characteristics of the parcel to at least the detail provided by the U.S. Soil Conservation Service, Soil Survey of Iosco County, MI.
	Existing topography with a max contour interval of two feet. Topography on the site and beyond the site for a distance of 100 feet in all directions should be indicated. Grading plan, showing finished contours at a max interval of two feet, correlated with existing contours so as to clearly indicate required cutting, filling and grading.
	Locations of existing drainage courses and associated bodies of water, on and off site, and their elevations.
	Locations of existing wetlands
	Locations of natural resource features, including woodlands and areas with slopes greater than ten percent (one foot of vertical elevation of every ten feet of horizontal distance)
<i>Additional requirements for Multi-family residential developments</i>	
	Density calculations by type of unit.
	Designation of units by type and number of units in each building.
	Carport locations and details where proposed.
	Specific amount and locations of recreation spaces.
<i>Additional requirements for commercial and industrial developments</i>	
	Loading/unloading areas.
	Total and usable floor area
	Number of employees in peak usage.

Affidavit

I agree that I have reviewed the site plan checklist and have met all the applicable East Tawas zoning ordinance regulations. The information provided is true. Any information found not to be true may void the application and site plan review process.

Applicant Signature _____

Date: _____