

GREENDALE TOWNSHIP  
PERMIT APPLICATION FOR  
SITE PLAN REVIEW OR SPECIAL USE PERMIT

\_\_\_\_\_ Special Land Use Permit Request and Site Plan Review

\_\_\_\_\_ Site Plan Review

Date Filed: \_\_\_\_\_ Amount Paid: \$ \_\_\_\_\_

Special Land Use Permit fee (including Site Plan Review) is \$ \_\_\_\_\_

Site Plan Review only the fee is: \$ \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Current Zoning of Property: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Legal Description of Property: \_\_\_\_\_

Please circle the appropriate answer to the following questions.

Is Rezoning necessary?	yes	no
Is the proposed use specifically authorized in the district	yes	no

**\*\*NOTE\*\*** All site plans **MUST** be filed at least thirty (30) days prior to the Planning Commission hearing and comply with the procedures set forth in the Zoning Ordinance, Part 3, Chapter 15.

I, \_\_\_\_\_, (name) certify that all requirements of the Township Zoning Ordinance will be complied with.

Signed: \_\_\_\_\_

A Site Plan is required of all Special Land Uses and whenever Site Plan Review is required.

SITE PLAN MINIMUM REQUIREMENTS

Your application must include a Site Plan with the following information:

- 1 A properly scaled Site Plan with a preferred scale of 1" (one inch) for 20' (twenty feet) or greater.
- 2 Location, arrangement and dimensions of existing and proposed driveways, streets, sidewalks, easements, parking areas and structure(s). Construction materials to be specified.
- 3 General Layout of existing vegetation and of proposed landscaping.
- 4 Approximate size, location, height, floor area and juxtaposition of all existing or proposed structures.
- 5 Relationship of proposed site to all existing utilities including sewer, water, nearest fire hydrant, storm drainage, gas, electricity and telephone. All

- material type, size and location should be identified.
- 6 Location and type of any existing and proposed signs. Existing and proposed lighting of the site also to be shown.

**SPECIAL LAND USE PERMIT PROCEDURES**

The application for Special Land Use permit, also referred to hereafter as Special Use permit, shall be submitted to the Building Inspector along with any accompanying fees and processes under the following procedures:

**SUBMISSION OF APPLICATION.** An application shall be submitted through the Building Inspector on a special form for that purpose. Each application shall be accompanied with payment of a fee as established by the Twp Board of Trustees.

In the event the allowance of a desired use requires a Rezoning and Special Use permit, both requests may be submitted jointly, subject to the following

- 1 The Ordinance procedures for each shall be followed as specified.
- 2 All applicable standards and specifications required by this Ordinance shall be observed.

**DATA REQUIRED**

- 1 Proposed use of property, please describe.
- 2 The name, address and telephone number of the applicant.
- 3 The legal description of the subject parcel of land and its current zoning.
- 4 A properly scaled site plan with a preferred scale of 1" (one inch) for 20' (twenty feet).
- 5 Location, arrangement and dimensions of existing and proposed driveways, streets, sidewalks, easements, parking areas and structure(s). Construction materials to be specified.
- 6 General Layout of existing vegetation and of proposed landscaping.
- 7 Approximate size, location, height, floor area and the position of all existing or proposed structures situated near the site.
- 8 Relationship of proposed site to all existing utilities including sewer, water, nearest fire hydrant, storm drainage, gas, electricity and telephone. All materials types, size and location will be identified.
- 9 Location and type of any existing and proposed signs. Existing and proposed lighting of the site will also be shown.

----- OFFICE USE ONLY -----

\_\_\_\_\_

Building Inspector's Signature
Date

Date Received \_\_\_\_\_

Letter Sent \_\_\_\_\_

Meeting Date \_\_\_\_\_

Legal Desc Confirmed \_\_\_\_\_

Other Actions \_\_\_\_\_

Approved: \_\_\_\_\_

Not Approved: \_\_\_\_\_