



**Frenchtown Charter Township
 Planning Commission
 2744 Vivian Road
 Monroe, MI 48162
 734-242-5900**

CONDITIONAL USE APPLICATION

ADMINISTRATIVE

Applicant must provide **with this application, a copy of the site plan, fees, escrow deposit, and all relative documents.**

Please refer to Site Plan and Development Review Section 7.03 of the Zoning Ordinance of Charter Township of Frenchtown.

<https://www.frenchtownmi.gov/wp-content/uploads/Frenchtown-ZO-Final-Version-September-2023-1.pdf>

DATE _____	PROJECT ADDRESS _____
PROJECT PARCEL ID _____	

APPLICANT INFORMATION

Name:		
Address:		
City:	State:	Zip:
Phone:	Cell:	
Email:		

PROPERTY OWNER INFORMATION

Name:		
Address:		
City:	State:	Zip:
Phone:	Cell:	
Email:		

PROPERTY DESCRIPTION

Zoning Classification:

Lot Size:

Description of Proposed Project:

Present Use:

Proposed Use:

Are you represented by an Architect or Engineer? Yes _____ No _____

Name of Architect / Engineer _____

Address _____

Telephone # (____) _____ Fax (____) _____

Are you represented by an Attorney? Yes _____ No _____

Name of Attorney _____

Address _____

Telephone # (____) _____ Fax (____) _____

Will your attorney be present at the Meeting? Yes _____ No _____

ATTACH THE FOLLOWING:

1. **3** hard copies of the site plan, sealed by a registered architect, engineer, or landscape architect. Please also provide an electronic copy via email to Frenchtownplanning@Frenchtownmi.gov
2. A brief written description of the existing and proposed uses, including but not limited to: hours of operation, number of employees on largest shift, number of company vehicles, etc.
3. If necessary, review comments of approval received from county, state, or federal agencies that have jurisdiction over the project.
4. One check to establish an escrow account with a beginning balance of **\$1,400** - \$400 for the Township Engineer and \$1,000 for the Township Planner. Any money left over at the end of the process will be refunded to the applicant.
5. One electronic or paper copy submitted to **Fire Savvy Consultants, 701 Woodward Heights, Suite 106, Ferndale, Michigan 48220**, for review. Applicant is responsible for fees paid to Fire Savvy Consultants directly.

SITE PLAN SUBMITTAL CERTIFICATIONS

I certify that I have reviewed the Site Plan submittal documents and have compared it to the Site Plan and Development Review Section 7.03 of the Zoning Ordinance of Charter Township of Frenchtown.

I further understand that **if my submittal requires any reviews by the following entities, I am responsible for all plans and correspondence to be submitted to the agencies listed below:**

Monroe County Health Department
Environmental Health Division
29 Washington Street
Monroe, MI 48161

Monroe County Drain Commission
Attn: Doug Link
1005 S. Raisinville Road
Monroe, MI 48161

City of Monroe
Attn: Barry Laroy
120 E. First Street
Monroe, MI 48161

Michigan Department of Transportation
10321 E. Grand River Ave.
Suite 500
Brighton, MI 48116

Monroe County Road Commission
840 S. Telegraph Road
Monroe, MI 48161

Fire Savvy Consultants
701 Woodward Heights
Suite 106
Ferndale, MI 48220

PLEASE NOTE: The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the site plan application may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

APPLICANT'S ENDORSEMENT

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the Township and its employees or agents shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this application.

Signature of Applicant

Date

Signature of Property Owner

Date

Updated 5-1-2024