

CITY OF LUDINGTON
Department of Building & Zoning
400 S Harrison, Ludington, MI 49431
Phone: (231) 843-2956 FAX: (231) 845-1146
PREAPPLICATION FOR PLANNING COMMISSION PUBLIC HEARING
FOR PLANNED DEVELOPMENT:

PREAPPLICATION MEETING(S)

Schedule 1st Meeting Date _____ Go to Prelim Work Session

Schedule 2nd Meeting Date _____ Go to Prelim Work Session

Schedule 3rd Meeting Date _____ Go to Prelim Work Session

Application Date: _____

Area Description: _____ or Address: _____

Submitter's Name: _____ Owner Name: _____

Submitter's Address: _____ Owner Address: _____

 Phone No. _____ Phone No. _____

Present Zoning _____

Legal Description _____

Project Name: _____

Preapplication Conference:

Prior to the submission of an application for Planned Development, the applicant shall meet with the administrative team of the City. The applicant shall present at such conference, or conferences, a sketch plan of the Planned Development, and the following information:

- A description of the property in question and disclosure of ownership interests;
- The total number of acres to be included in the project;
- A description of the proposed land uses including the approximate number of residential units and/or the approximate number, type, and square footage of non-residential development. This shall also include a description of the general development concept, including structures to be retained, remodeled or removed, an overall architectural concept or development theme, markets to be served by the development and relationship of the development to the surrounding neighborhood.
- The approximate area of the proposed PD to be devoted to each use;
- Departures from the regulations of the Ordinance, which may be requested;
- Description of how the proposed PD will relate to the objectives of the City of Ludington Waterfront Master Plan;
- All known natural resources and natural features, including any views from off the site to important natural features and any impediments to development; and
- The benefits that are expected to result from the adoption of the PD provisions

 Submitter's Signature

 Zoning Administrator's Signature

Fee \$ _____ pd

Application date _____

**APPLICATION FOR SPECIAL LAND USE PD
PRELIMINARY DEVELOPMENT PLAN
WORK SESSION**

Schedule 1 st Meeting	Date _____	Schedule Public Hearing <input type="checkbox"/>
Schedule 2 nd Meeting	Date _____	Schedule Public Hearing <input type="checkbox"/>
Schedule 3 rd Meeting	Date _____	Schedule Public Hearing <input type="checkbox"/>

PRELIMINARY DEVELOPMENT PLAN AND SPECIAL LAND USE REQUEST- SUBMISSION AND CONTENT: Following the pre application conference, 16 copies of a preliminary development plan and application for a PD request shall be submitted. The submission shall be made to the Zoning Administrator who shall forward it to the Planning Commission for consideration at a regular or special meeting. The plan shall be prepared by a Licensed Professional Engineer, Community Planner or Architect and shall be accompanied by an application form and fee as determined by the City Council. The application for preliminary development plan approval and special use shall contain the following information unless specifically waived by the Zoning Administrator:

The application for preliminary development plan approval and special use shall contain the following information unless specifically waived by the Zoning Administrator:

- 16 Copies
- All the information required for the Pre application Conference set forth in Paragraph 4, C hereof
- Date, north arrow, and scale which shall not be more than 1" = 100'.
- Locational sketch of site in relation to surrounding area.
- Legal description of property including common street address(es).
- All lot or property lines with dimensions.
- General location of all buildings within one hundred (100) feet of the property lines.
- General location and size of all existing structures on the site.
- General location and size of all proposed structures on the site.
- General location and dimensions of all existing and proposed streets, driveways, parking areas, including total number of spaces and typical dimensions.
- General size and location of all areas devoted to open space.
- Location of existing vegetation and general location and size of proposed landscaped areas and buffer strips.
- All areas within the 100-year floodplain, wetland areas or bodies of water.
- An illustration of any project phases or stages.
- A narrative describing:
 - The nature and concept of the project.
 - The proposed density, number, and types of dwelling units if a residential PD.
 - A statement describing how the proposed project meets the objectives of the PD Ordinance.
 - A detailed description of the legal mechanisms and structures proposed to assure the perpetual maintenance of all open space proposed.
 - A statement from a registered professional engineer describing how the proposed project will be served by public water, sanitary sewer, and storm drainage.
 - A narrative description of the phasing or staging plan
 - Proof of ownership or legal interest in property.
- The name, address and phone number of the applicant.
- The name, address and seal of the professional engineer, planner or architect that prepared the Plan.

**PRELIMINARY DEVELOPMENT PLAN
PUBLIC HEARING**

DATE _____

FORWARD TO COUNCIL

TABLE

**PRELIMINARY DEVELOPMENT PLAN
COMMENTS AND/OR CONDITIONS**

SPECIAL OR REGULAR MEETING TO UNTABLE DATE _____ FORWARD TO COUNCIL TABLE

SPECIAL OR REGULAR MEETING TO UNTABLE DATE _____ FORWARD TO COUNCIL TABLE

SPECIAL OR REGULAR MEETING TO UNTABLE DATE _____ FORWARD TO COUNCIL TABLE

EFFECT OF APPROVAL

The Planned Development amendment including the preliminary development plan as approved, the incorporated narrative and all conditions imposed, if any, shall constitute the land use authorization for the property. Such authorization shall remain in effect for a period of one (1) year unless a longer period is granted by the City Council upon the recommendation of the Planning Commission. Uses not specifically identified in the preliminary development plan shall not be permitted. All improvements and uses shall be in conformity with this approval. During the period of effectiveness of the Preliminary Development Plan, the applicant shall be permitted to submit one (or more if the project is to be proposed in phases) site plan applications seeking Final Development Plan approval pursuant to Section 1000b.9.

In the event that an application for a Final Development Plan is not submitted within the time limits set forth in the approved Preliminary Concept Development Plan and any extensions thereof that may be permitted and approved, the approval granted under this Article shall expire, and the approved PD shall be declared null and void. The underlying zoning shall prevail on the subject property.

The applicant shall record an affidavit with the Register of Deeds which shall contain the following:

- Date of approval of the PD by the City Council.
- Legal description of the property.
- A statement that the property shall be developed in accordance with the approved PD preliminary development plan and any conditions imposed by the City Council or Planning Commission unless an amendment thereto is duly approved by the City.

