SITE PLAN APPLICATION

Refer to Article 19 of the City of Northville Zoning Ordinance for Site Plan Review Procedures and Standards. The Zoning Ordinance is available on the City’s website www.ci.northville.mi.us.

See Page 4 for Application Submission requirements and Procedures for Appearing before the Planning Commission. Refer to the Development Review Fee Schedule at www.ci.northville.mi.us for current fees.

Check appropriate review to be completed:

- SITE PLAN REVIEW: Is this for Preliminary Review Final Review
- CHANGE OF USE (for proposed development which requires additional parking)
- MINOR SITE DEVELOPMENT (review by City Manager, PC Chair, and City Planner)

TO BE COMPLETED BY APPLICANT

Name of Sponsor of Development: Hunter Pasteur Homes, LLC

Address 32300 Northwestern Highway, Ste. 230 Farmington Hills, MI 48334

Telephone 248-539-5511 Email rcoopersmith@franklinpropertycorp.com

Name of Property Owner: See attached

Address: 

Telephone: Email: 

Name of Site Planner: Allen Design, LLC (Jim Allen)

Address: 557 Carpenter Northville, MI 48167

Telephone 248-467-4668 Email jca@wideopenwest.com

Name of Contractor: To be determined Builders License No: 

Address: 

Name of Engineer: Seiber Keast Engineering (Robert Emerine)

Address: 100 Maincentre #10 Northville, MI 48167

Telephone 248-308-3331 Email be@seiberkeast.com

*Point of Contact for this Project/Application to Receive City Department Internal Reviews

Point of Contact information must be provided in order to receive City Department Internal Reviews prior to the Planning Commission Meeting. Only ONE Point of Contact shall be designated. This person is responsible for forwarding the Internal Reviews to the interested parties. The Internal Reviews are sent via EMAIL.

Name Ryan Coopersmith Email Address rcoopersmith@franklinpropertycorp.com
LOCATION OF PROJECT

Property Address: 302 S. Center St. Northville, MI 48167

Cross Streets: Seven Mile and Center St.

Subdivision: ________________________________ Lot No: ____________


Located in the Historic District:  Yes  No  *IF YES, APPLICATION MUST ALSO BE MADE TO THE HISTORIC DISTRICT COMMISSION FOR APPROVAL.

APPLICATION IS FOR  Preliminary Approval  Final Approval

TYPE AND COST OF BUILDING – All applicants must complete parts A – D

A. TYPE OF IMPROVEMENT:

New Building

1.  Addition (If residential, enter number of new housing units added, if any in part D 13)

2.  Alteration (see 2 above)

3.  Repair, replacement

4.  Demolition (If multi-family residential, enter number of units in building in part D 12)

5.  Moving (relocation)

6.  Foundation only

B. OWNERSHIP

8a  Private (individual, corporation, non-profit instruction, etc.)

8b.  Public (Federal, State, or local government)

9.  Proof of ownership (required). Proof shall consist of Title Insurance, Purchase Agreement. Must have Names of the principal owners involved in any Corporation, Partnership, etc.

C. COST:

10.  Total Cost of Improvement $ __________________________

       To be determined

       To be installed and included in the above cost:

a.  Electrical  N/A

b.  Plumbing  N/A

c.  Heating, Air Conditioning

d.  Other (elevator, etc.)  N/A
D. PROPOSED USE – for “demolition” indicate most recent use

11. □ One Family
12. □ Multi-family # of units 300
13. □ Transient hotel, motel, dormitory
   Enter # of units ____________
14. □ Garage
15. □ Carport
16. □ Other – specify ________________

17. □ Amusement, recreational
18. □ Church, other religious
19. □ Industrial
20. □ Parking
21. □ Service station, repair garage
22. □ Hospital, institutional
23. □ Office, bank-professional
24. □ Public utility
25. □ School, library, etc.
26. □ Stores, mercantile
27. □ Tanks, towers
28. □ Other - specify ________________

NON RESIDENTIAL – describe in detail the proposed use of building, e.g. food processing plant, machine shop, laundry building or hospital, elementary school, college, parochial school, parking garage for department store, rental office building, office building at an industrial plant. If use of existing building is being changed, enter proposed use.

Commercial space to be leased for retail, restaurant, office or other (Per attached site plan)

SELECTED CHARACTERISTICS OF BUILDING

E. PRINCIPAL TYPE OF FRAME
29. □ Masonry (wall bearing)
30. □ Wood Frame
31. □ Structural Steel

F. PRINCIPAL TYPE OF HEATING FUEL
34. □ Gas
35. □ Oil
36. □ Electricity
32. □ Reinforced Concrete
33. □ Other – specify ________________
37. □ Coal
38. □ Other – specify ________________

G. TYPE OF SEWAGE DISPOSAL
39. □ Public or private company

H. TYPE OF WATER SUPPLY
41. □ Public or private company

I. TYPE OF MECHANICAL
   Central Air 43. □ Yes 44. □ No
   Elevator   45. □ Yes 46. □ No

J. DIMENSIONS
47. Number of stories ____________
48. Total square feet of floor area, all floors based on exterior dimensions ____________
49. Total land area, square feet ____________

For new buildings and additions, applicant shall complete parts E – L. For demolition, applicant shall complete only part J.
K. NUMBER OF OFF STREET PARKING SPACES
50. Enclosed [ ] 51. Outdoors [ ]

L. BEDROOMS/BATHS
52. Number of bedrooms [ ]
53. Number of baths [ ] Full baths [ ] ½ baths [ ]

M. COMPLETE APPENDIX D "SITE PLAN REVIEW CHECK LIST" Pages 5-9 of this application

Procedures to Appear Before the Planning Commission
- Fill out the application with any backup documentation attached (i.e. blueprints, drawings, plot plans etc.)
- Make 20 copies of the application and backup documentation and assemble them into 20 identical packets. Application must be on top and backup documents must be folded to the same size as the application. One PDF file (on cd or thumb drive) of site plans or document larger than 11” x 17” must also be provided at time of submission. Submissions in folders, binders, etc. are not accepted.
- Submit the documents to the Building Department no later than 4:00 p.m. the day of the deadline. The deadline to submit applications and documentation is 21 days prior to the meeting date. If this date falls on a Saturday or Sunday, applications must be submitted on the Friday prior to the due date. Deadlines may also be moved due to holidays and newspaper publication schedules. Follow the submission schedule posted at the Building Department or on the City’s website www.ci.northville.mi.us.
- Planning Commission meetings are held the 1st and 3rd Tuesdays of the month at 7:00 p.m. in the City Council Chambers. If there is a change in date or location, it will be posted on the City’s website and at City Hall.
- The applicant or a representative should be present at the meeting to answer any questions the commissioners may have. Presentation boards or other large items can be brought to the meeting to help the commissioners in the decision making process.

APPLICATION CHECK LIST

☐ Site Plan Application – completed in its entirety and signed. Unsigned applications are not accepted.
☐ Site plans, Sketches, etc. – hard copy
☐ Appendix D – Site Plan Review Checklist
☐ Proof of ownership (See page 2)
☐ All of the above assembled into 20 identical packets – no binders, folders, etc.
☐ One PDF file (on cd or thumb drive) of any sketch, site plan, or document larger than 11” x 17” (required)
☐ Fee (see Development Review Fee Schedule) – Applications submitted without fees are not considered a timely submission, and shall be deferred to a future meeting.

I hereby certify that the owner of record authorizes the proposed work and that the owner has authorized me to make this application as his/her authorized agent and we agree to conform to all applicable laws of this jurisdiction. The applicant hereby expressly acknowledges and agrees that by signing this document, the applicant is fully responsible for any and all fees, costs, and or expenses which are associated with this application whether approval of the application is granted or not. In the event that the City of Northville is required to take any type of action, legal or otherwise, to collect any amount due or owing by the applicant, then the applicant expressly agrees to pay for any and all costs and expenses, including attorney fees, incurred by the City of Northville in having to collect any such amount due or owing by the applicant. This section must be completed and signed or application will not be accepted.

Randy Wertheimer
PRINT name of applicant

Hunter Pasteur Northville, LLC
Print the applicant’s full legal name (individual or company)

32300 Northwestern Highway, Ste. 230 Farmington Hills, MI 48334
Provide the applicant’s complete address

Principle of Entity 248-539-5511

Relationship to owner Phone #

Page 4 of 9 Revised (Nov 2018)
APPENDIX D

SITE PLAN REVIEW CHECKLIST
To be Completed by Applicant A-G

General Requirement of Overall Development Plan

Submission shall consist of drawings shown at a scale of not less than 1 inch equals 50 feet on a standard sheet size of 24' x 36'. A scale of 1 inch equals 100 feet when conditions warrant or do not allow the use of the standard sheet size at a scale of 1 inch equals 50 feet may be permitted. Architectural elevations and floor plan details shall be drawn to a minimum scale of 1/8 inch equals 1 foot. The appropriate number of drawing/plans as provided in the adopted administrative rules together with the required application and fees shall be submitted to the Building Department. One PDF file (on cd or thumb drive) of drawings must also be provided at time of submission.

Included in the development plan shall be the following information. If required items of information are not applicable, the applicant shall indicate reason why the information is not necessary. The Planning Commission shall determine if a waiver for the required items of information is appropriate for preliminary and final site plan submittal.

A. TITLE BLOCK INFORMATION

<table>
<thead>
<tr>
<th>INFORMATION</th>
<th>Provided</th>
<th>Not Provided</th>
<th>Reason N/A</th>
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<tbody>
<tr>
<td>1. Proprietor's Name and Address</td>
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<td>2. Name of community where project is proposed</td>
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<td>3. Scale of drawing</td>
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<td>4. Revision block (month, day, year)</td>
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<td>5. Name of Architect, Engineer, Surveyor, Landscape Architect or Planner and Professional Seal.</td>
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<tr>
<td>6. Legal Description of the Parcel</td>
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</table>

B. LEGEND INFORMATION

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<tbody>
<tr>
<td>1. Area of Parcel Proposed for Development</td>
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<tr>
<td>2. Zoning Classification of the Site</td>
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<td>3. If Residential, show density calculations (i.e.: dwelling units per acre or bedrooms per acre)</td>
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<td>4. If Commercial or Industrial show gross and useable floor area</td>
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<tr>
<td>5. Proposed and Existing Land Uses</td>
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<tr>
<td>6. Number of Parking Spaces Provided and Number Required by the Zoning Ordinance</td>
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<tr>
<td>7. Number of Loading &amp; Unloading Spaces if Required &amp; Number Required by the Zoning Ordinance</td>
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<tr>
<td>8. Percent of Parcel Covered by Main &amp; Accessory Buildings</td>
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</table>
C. AREA PLAN/COMMUNITY LOCATION

1. Relationship of the Proposed Development to a larger portion of the Community, generally with respect to the closest major arterial intersection.

2. Extent of Proprietors land if more than subject property

3. Zoning classification of all contiguous properties

4. Location of all contiguous buildings

5. Location of driveways opposite development and nearest driveways on contiguous street fronting property

6. Location and size of all off site utilities and utility easements

7. North Arrow

D. SITE PLAN DEVELOPMENT

1. Location and uses of all proposed and existing buildings

2. Dimensions from all exterior property lines to proposed and existing buildings

3. Existing and proposed grades shall be shown throughout site

4. If development is in phases, total over all conceptual development shall be shown together with details of Phase I

5. On site utilities, their location and connection to off-site utilities

6. Internal circulation pattern and points of ingress and egress to the site and relationship to external points of ingress and egress near or opposite the site

7. Location and design of all parking facilities & loading & unloading areas

8. Construction standards for all drives, walks and parking lots

9. Provisions of acceleration, deceleration and passing lanes

10. Location of trash receptacles, transformer pads or other utility surface structure

11. Applicable barrier free design rules
E. ARCHITECTURAL PLAN DETAILS

1. Proposed architectural elevations

2. Floor plan layout to show:
   a. Dwelling unit type (for multiples)
   b. Useable floor space (for other)
   c. Proposed use (for other)

3. Structural details for application of performance bonds

F. LANDSCAPING, LIGHTING AND SIGN DETAILS

1. Green spaces, screening walls and/or berms and fencing with details and cross-section around parking stations, trash receptacles, utility structures and for screening adjacent properties

2. Landscaping specifications showing planting materials, species and number noted in landscape legend

3. Exterior lighting with locations and methods of shielding

4. Directional signs, location and size and design

5. Advertising signs, location, size and design

G. GENERAL REMARKS

__________________________________________________________________________________________________________________________________________________________

NOTE: FAILURE TO SUBMIT PLANS THAT DO NOT ALLOW THE PLANNING COMMISSION TO ADEQUATELY ADDRESS ALL THE CRITERIA PROVIDED FOR THE REVIEW BY THE PLANNING COMMISSION ACCORDING TO ARTICLE 19 OF THE ZONING ORDINANCE AND THE SITE PLAN CHECK LIST SHALL RESULT IN A DELAY TO THE APPLICANT.
TO BE COMPLETED BY THE CITY

CASE # ________________ DATE __________________

Application Fee: $ ________________ Date filed with Building Dept: ________________

Date submitted to Planning Commission: ________________

Approval: Date and Signature of Secretary: ________________

Disapproval*: Date and Signature of Secretary: ________________

(*Reason for disapproval attached)

Conditional Approval*: Date and Signature of Secretary: ________________

(*Conditions of approval attached)

Revised Site Plan submitted: (Date) ________________

All conditions have been met and the revised Site Plan is in accordance with the conditions of approval attached.

Revised Site Plan Approved:

__________________________________ ________________________

(Signature of Building Inspector) (Date)

Comments:

__________________________________

__________________________________

__________________________________

__________________________________

__________________________________

NOTE: THIS PROCESSING FORM, TOGETHER WITH ALL CORRESPONDENCE, IS TO BE ATTACHED TO THE PLANNING COMMISSION'S "OFFICIAL COPY" OF THE SITE PLAN, FORMING A PERMANENT RECORD REGARDING THE PLAN SUBMITTED. THE "OFFICIAL COPY" TOGETHER WITH ALL ATTACHED DATA SHALL BE RETURNED TO THE PLANNING COMMISSION FILES AFTER PROCESSING.
## PLAN REVIEW RECORD

<table>
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<th>Plan Reviews Required</th>
<th>Date Plans Approved</th>
<th>Approved By</th>
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<tr>
<td>Building</td>
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<td>City Engineer</td>
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<td>Other</td>
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</table>

### FOR DEPARTMENTAL USE ONLY

- **Building Permit #**
  - **Building Permit Issued**: ____________________________
    - *(date)*
  - **Building Permit Fee**: $ ____________________________
  - **Certificate of Occupancy**: $ ______________________
  - **Drain Title**: $ ____________________________
  - **Plan Review Fee**: $ ____________________________

- **Use Group**: __________
- **Fire Grading**: __________
- **Live Loading**: __________
- **Occupancy Load**: __________

Approved By:
__________________________

(signature)

__________________________

(title)
July 12, 2018

Mr. Patrick Sullivan – City Manager
City of Northville
215 West Main Street
Northville, MI 48167

Re: Northville Downs Property
City of Northville, Wayne County

Dear Mr. Sullivan:

Please be advised that as owner of the above referenced property, we are authorizing Hunter Pasteur Northville, LLC to submit applications to the City of Northville for activities associated with the redevelopment of the above referenced property.

Please contact me if you have any questions at 248-349-1000 or mcarlo14@comcast.net.

Sincerely,

[Signature]
Mike Carlo
Operations Manager
Northville Downs
* Please notice that our new address printed above is very similar to our former address. We’ve moved a few doors away on the same street. You may need to adjust your records.

July 12, 2018

Mr. Patrick Sullivan – City Manager
City of Northville
215 West Main Street
Northville, MI 48167

Re: Northville Downs Property
City of Northville, Wayne County

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Please be advised that as owner of the above referenced property, we are authorizing Hunter Pasteur Northville, LLC to submit applications to the City of Northville for activities associated with the redevelopment of the above referenced property.

Please contact me if you have any questions at 248/348-9100.

Sincerely,

[Signature]

David Karoub
Executive Vice President & Secretary
Northville Driving Club Corporation