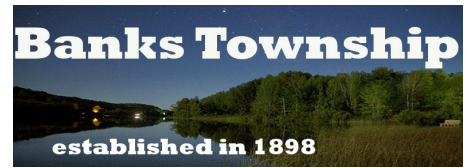


**PLANNED DEVELOPMENT**  
**PRE - APPLICATION SUBMISSION AND**  
**REVIEW OF QUALIFICATIONS**



Banks Township, Antrim County, Michigan  
6520 Center Street, Ellsworth, Michigan 49729

Phone: 231.588.6126 / Website:www.bankstownship.net

Zoning Administrator: Kurtis Busman  
(231) 676-2414 or zoning@bankstownship.net

Application Number:  
\_\_\_\_\_

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**OWNER INFORMATION (Please Type or Print Clearly)**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

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**APPLICANTS INFORMATION**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

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**PROPERTY INFORMATION (Please Type or Print Clearly)**

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

Parcel #: \_\_\_\_\_ Current Zoning: \_\_\_\_\_

If this project is one phase of a larger development and/or property subject to an **existing/previous Site Plan Review, Special Use Permit, or Variance, what is/are the applicable permit number(s)?:**

\_\_\_\_\_  
\_\_\_\_\_

Proposed Use/Change to Property: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated Start and Completion Dates of Each Phase: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## CRITERIA OF QUALIFICATION

All Planned Development applications shall include a written narrative demonstrating how the project meets the following criteria (Section 4.23 of the Banks Township Zoning Ordinance):

- The maximum density of residential development (dwelling units per acre) shall be based on the standards set forth in Section 6.09.
- A PUD located in an Agricultural zoning district shall have building sites not more than one acre in size to encourage clustering of residential development, allow for the continuation of agricultural practices and the protection of open space.
- At least twenty-five (25) percent of the total land area shall be designated as dedicated open space. The required open space shall be set aside by the developer in a conservation easement or deed restriction placed on the property.
- A Planned Unit Development shall be designed so as to provide future users, residents, visitors, and public service personnel with light, air, privacy, circulation patterns, park areas, and public services equal to or greater than those required of the same uses in any zoning district where they are permitted within Banks Township.
- All private roads shall be constructed within a permanent right-of-way easement duly recorded with the Antrim County Register of Deeds. Such easements shall be a minimum of forty feet in width, unless additional right-of-way is required for adequate construction. At any dead-end or cul-de-sac, the easement shall widen to a minimum radius of sixty feet.
- A Planned Unit Development shall be designed so as not to create any significant negative impact upon adjacent properties, residents, or public facilities.

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## APPROVAL PROCEDURES

### PRE-APPLICATION MEETING

The procedure of application and approval of a PUD permit shall include one (1) or more informal conferences between the applicant and Zoning Administrator. After consideration of comments from the pre-application meetings, the applicant shall prepare a preliminary plan.

### PRELIMINARY PLAN

The applicant files a PUD application with the Zoning Administrator in order to receive a formal Planning Commission review of a Preliminary Planned Unit Development Plan for the subject property. The applicant shall submit eight (8) copies of Preliminary Planned Unit Development Plan at least thirty (30) days prior to the scheduled Public Hearing. The Preliminary Planned Unit Development Plan shall provide all the information specified under Section 7.01 (2) Site Plan Review-Site Plan Data Required.

### PLANNING COMMISSION ACTION

Following the public hearing, the Township Planning Commission shall approve, disapprove or approve subject to specified conditions / revisions to the proposed Planned Unit Development. If the required conditions or revisions are, in the opinion of the Planning Commission, substantive in nature, a second public hearing shall be held. conditions the request for final planned unit development approval.

### FINAL APPROVAL

A final plan shall be prepared incorporating any changes specified as part of the preliminary approval. The Zoning Administrator shall review the final plan for compliance with the provisions of the preliminary approval.

**PERFORMANCE BONDS**

To ensure compliance with the approved final plan, the Township may require a deposit, (cash, certified check, irrevocable bank letter of credit, or security bond), to cover the estimated cost of improvements.

**FEES ACKNOWLEDGMENT**

Fees for PUD Project Master Plan review shall be established or revised by resolution of the Township Board of Trustees, as per Section 9.03

**AFFIDAVIT**

The undersigned affirms that he/she is the \_\_\_\_\_ (owner, agent, lessee, or other interested party) involved in this petition and that the foregoing answers, statements and information are in all respects true and, to the best of his/her knowledge, correct. By making this application, the undersigned grants all officials, staff and consultants of Banks Township access to the subject property as required and appropriate to assess site conditions in support of a determination as to the suitability of the proposed project and/or current or future Planned Development and Zoning Ordinance compliance.

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

Print Name: \_\_\_\_\_

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**FOR TOWNSHIP USE ONLY**

Date Received: \_\_\_\_\_ Signature: \_\_\_\_\_

Public Hearing Date: \_\_\_\_\_ Complete Application? \_\_\_\_\_

Notes: