

**CITY OF HUNTINGTON WOODS  
PLANNING COMMISSION**

**APPLICATION FOR SITE PLAN REVIEW**

The completed application, ten (10) copies of the proposed plans (see checklist for listing of all items to be included) and a check made out to the "City of Huntington Woods" in the amount of:

- \$150.00 for residential building additions;
- \$200.00 for new residences;
- \$200.00 for commercial, office or institutional building additions;
- \$300.00 for new commercial, office or institutional buildings;
- \$100.00 for parking lots or semi-circular driveways (not in conjunction with one of the above);
- \$200.00 for engineering review (required for all new buildings and other construction as determined by the Planning Department).

The completed application shall be submitted to the City offices at least 20 days prior to the date of the Planning Commission meeting when the site plan review will take place.

Applicant \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_ (Business) \_\_\_\_\_ (Home) \_\_\_\_\_ (Cell)

E-mail \_\_\_\_\_ Fax \_\_\_\_\_

If the applicant is not the owner, attach a signed and notarized statement from the owner that the applicant is officially acting on the owner's behalf. Include the owner's address and telephone number.

Location of Property \_\_\_\_\_  
(Street address)

Legal Description \_\_\_\_\_

Sidwell Number 25 - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Zone District \_\_\_\_\_

Lot Size \_\_\_\_\_ sq. ft.

Lot Width (at front) \_\_\_\_\_ ft.

Finished Building Height \_\_\_\_\_ in ft. \_\_\_\_\_ in stories

Proposed Setbacks \_\_\_\_\_ front \_\_\_\_\_ rear \_\_\_\_\_ side \_\_\_\_\_ side

Existing Building Size \_\_\_\_\_ sq. ft. as measured from the building plans

Existing Building Size \_\_\_\_\_ sq. ft. as published in the Valuation Records of the City

Finished Building Size \_\_\_\_\_ sq. ft.

Existing Lot Coverage \_\_\_\_\_ sq. ft. \_\_\_\_\_ % of total lot size

Proposed Lot Coverage \_\_\_\_\_ sq. ft. \_\_\_\_\_ % of total lot size

Existing Garage Size \_\_\_\_\_ sq. ft.

Proposed Garage Size \_\_\_\_\_ sq. ft.

I have read Chapter 39 of the Huntington Woods City Code and have supplied all of the required information. I understand that failure to submit the completed application and all items on the checklist by the deadline date **will** result in delay of my application until the items are submitted. For new buildings, an "as built" survey showing all dimensions and grades will be required before final inspection is made by the Building Department. My signature on this application grants permission for Planning Commissioners and City staff to make an on-site inspection of my property for the purpose of gaining a better understanding of my request.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

DECISION: The site plan was approved / denied on \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

Conditions of Approval: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_