

Berlin Charter Township Planning Commission
Preliminary Site Plan Review Application ✓
Final Site Plan Review Application _____

Applicant Information:	
Name: <u>All phase Construction</u>	Address: <u>1111 Telegraph</u>
Telephone: <u>734-654-2600</u>	<u>Carleton, MI 48117</u>
Fax: _____	
Property Owner Information (if different from Applicant)	
Name: <u>Newport Community Church</u>	Address: <u>8823 Swan Creek RD</u>
Telephone: <u>734-625-3748</u>	<u>Newport, MI 48166</u>
Fax: _____	
Engineer/Architect Information:	
Name: _____	Address: _____
Telephone: _____	_____
Fax: _____	
Legal Counsel:	
Name: _____	Address: _____
Telephone: _____	_____
Site Information:	
Address: <u>8823 Swan Creek RD</u>	Parcel Number: _____
Proposed Use: <u>Church addition</u>	
Application Fee: <u>Base Fee \$670 + Escrow Fee \$2,585</u>	
Amount Paid: <u>\$3,255</u>	Date Paid: <u>4/18/24</u>

Berlin Charter Township Planning Commission _____ Site Plan Review Application

Intent: Berlin Charter Township recommends that the applicant check off each item below as it is completed. This will assist in avoiding missing a required submittal item that could require resubmittal. The provisions below are intended to only be an outline of the requirements of the Ordinance. The application is not intended to be comprehensive. The appropriate sections of the Ordinance should be reviewed when developing the required information.

Planning Commission Schedule Provided to Applicant

Site Plan Submitted. Twelve (12) copies of the Site Plan must be submitted. The following information must be included on the Site Plan. A Site Plan which is not complete will not be accepted for review by the Township.

Conditional Use. Check the *Conditional Use Supplement to the Site Plan Review Application* to see whether the proposed use is a conditional use. If so, be sure to read the appropriate Ordinance subsection for any conditions that may apply.

Legal description of the property under consideration.

A map indicating the gross land area of the development, the present zoning classification thereof and the zoning classification and land use of the area surrounding the proposed development.

A fully dimensioned map of the land showing topographic information at a contour interval of two feet (2') or less.

A vicinity map showing the location of the area in relation to surrounding properties, streets, freeways, schools, school sites and other significant features of the community where appropriate.

A site development plan with at least the following details shown to scale and dimensional.

The date, north arrow, and scale. The scale shall be not less than one inch (1") equals twenty feet (20'), for property under three (3) acres and at least one inch (1") equals one hundred feet (100') for those three (3) acres or more.

Statistical data, including number of dwelling units, size of dwelling units, if any, and total gross acreage involved.

The location and height of all existing and proposed structures on and within one hundred feet (100') of the subject property's boundary.

Berlin Charter Township Planning Commission Site Plan Review Application

All lot and/ or property lines are to be shown and dimensioned, including building setback lines on corner lots.

The location and dimensions of all existing and proposed drives, sidewalks, curb openings, signs, exterior lighting, curbing, parking areas (show dimensions of a typical parking space), unloading areas and recreation areas.

Vehicular traffic and pedestrian circulation features within and contiguous of the site.

The location of all proposed landscaping, fences or walls should include any topographic alterations or changes in natural terrain.

Size and location of existing and proposed utilities, including proposed connections to public sewer or water supply systems.

The location and pavement width and right-of-way width of all abutting roads, streets, alleys or The location and size of all existing and proposed surface and subsurface water Drainage facilities.

The plan shall show areas of marsh, swamp, and floodplains together with any other feature that is of significance to the use and to the site.

The location of all free-standing signs.

The location of any outdoor storage materials and the manner in which they shall be screened or covered.

The names and addresses of the architect and/ or engineer responsible for the preparation of the site plans.

Other Agency Approvals. Prior to site plan approval by the Planning Commission, the Applicant/Property Owner shall have secured approval from all applicable government agencies and departments, as applicable, including but not limited to:

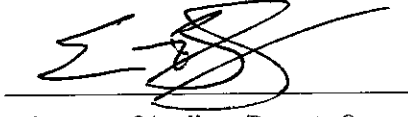
Monroe County Road Commission approval.

Monroe County Drain Commission approval.

Monroe County Health Department/ Michigan Department of Public Health approval.

Berlin Charter Township Planning Commission Site Plan Review Application

I, Applicant/Property Owner, have reviewed §18-316 *Site Plan Review* of the Berlin Charter Township Zoning Ordinance, and have submitted all documents, data and other information as required, and further depose that this Application and accompanying documents, data and other information are true and accurate, and further grant permission to Berlin Charter Township to enter the above-described property for the purposes of gathering information related to this application.



Signature of Applicant/Property Owner

4-18-2024

Date

Berlin Charter Township Planning Commission
Special Land Use Application

Applicant Information:	
Name: <u>All Phaze Construction</u>	Address: <u>1111 Telegraph</u>
Telephone: <u>734-654-2600</u>	<u>Carleton, MI 48117</u>
Fax: _____	_____
Property Owner Information (if different from Applicant):	
Name: <u>Newport community church</u>	Address: <u>8823 Swan Creek RD</u>
Telephone: <u>734-625-3748</u>	<u>Newport, MI 48166</u>
Fax: _____	_____
Engineer/Architect Information:	
Name: _____	Address: _____
Telephone: _____	_____
Fax: _____	_____
Legal Council:	
Name: _____	Address: _____
Telephone: _____	_____
Site Information:	
Address: <u>8823 Swan Creek RD</u>	Parcel Number: <u>734-625-3748</u>
Proposed Use: <u>church addition</u>	_____
Application Fee: <u>\$575 base + \$2,530 Escrow</u>	
Amount Paid: <u>\$3,105</u>	Date Paid: <u>4/18/24</u>

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Site Plan Submitted. Twelve (12) copies of the Site Plan must be submitted. The following information must be included on the Site Plan. A Site Plan which is not complete will not be accepted for review by the Township.

Legal description of the property under consideration.

A map indicating the gross land area of the development, the present zoning classification thereof and the zoning classification and land use of the area surrounding the proposed development.

A fully dimensioned map of the land showing topographic information at a contour interval of two feet (2') or less.

A vicinity map showing the location of the area in relation to surrounding properties, streets, freeways, schools, school sites and other significant features of the community where appropriate.

A site development plan with at least the following details shown to scale and dimensional.

The date, north arrow, and scale. The scale shall be not less than one inch (1") equals twenty feet (20'), for property under three (3) acres and at least one inch (1") equals one hundred feet (100') for those three (3) acres or more.

Statistical data, including number of dwelling units, size of dwelling units, if any, and total gross acreage involved.

The location and height of all existing and proposed structures on and within one hundred feet (100') of the subject property's boundary.

All lot and/ or property lines are to be shown and dimensioned, including building setback lines on corner lots.

Berlin Charter Township Planning Commission Special Land Use Application

The location and dimensions of all existing and proposed drives, sidewalks, curb openings, signs, exterior lighting, curbing, parking areas (show dimensions of a typical parking space), unloading areas and recreation areas.

Vehicular traffic and pedestrian circulation features within and contiguous of the site.

The location of all proposed landscaping, fences or walls should include any topographic alterations or changes in natural terrain.

Size and location of existing and proposed utilities, including proposed connections to public sewer or water supply systems.

The location and pavement width and right-of-way width of all abutting roads, streets, alleys or The location and size of all existing and proposed surface and subsurface water Drainage facilities.

The plan shall show areas of marsh, swamp, and floodplains together with any other feature that is of significance to the use and to the site.

The location of all free-standing signs.

The location of any outdoor storage materials and the manner in which they shall be screened or covered.

The names and addresses of the architect and/or engineer responsible for the preparation of the site plans.

Other Agency Approvals. Prior to site plan approval by the Planning Commission, the Applicant/Property Owner shall have secured approval from all applicable government agencies and departments, as applicable, including but not limited to:

Monroe County Road Commission approval.

Monroe County Drain Commission approval.

Monroe County Health Department/ Michigan Department of Public Health approval.

Michigan Department of Natural Resources approval.

Berlin Charter Township Planning Commission Special Land Use Application

Applicant/Property Owner should be prepared to address the following issues – that the proposed special land use:

- will meet all site plan standards and requirements;
- will be designed, constructed, operated and maintained to be harmonious with the character of the neighborhood;
- will be adequately served by essential public facilities and services;
- will not create excessive additional public costs for public facilities and services;
- will not be detrimental to any persons, property or the general welfare;
- will be consistent with the intent and purpose of the zoning district in which it is proposed to be located; and
- will protect the natural environment and preserve natural resources.

I, Applicant/Property Owner, have reviewed article 16, *Special Land Use* and §18-316 *Site Plan Review* of the Berlin Charter Township Zoning Ordinance, and have submitted all documents, data and other information as required, and further depose that this Application and accompanying documents, data and other information are true and accurate, and further grant permission to Berlin Charter Township to enter the above-described property for the purposes of gathering information related to this application.


Signature of Applicant/Property Owner

4-18-2024
Date

BERLIN CHARTER TOWNSHIP

NEWPORT, MICHIGAN 48166

TRUST & AGENCY FUND

TREASURERS RECEIPT

Received of	Date <u>4/19/24</u> 20	
Address	<u>1111 Telegraph Rd Carleton, MI 48117</u>	
AMOUNT		
\$	<u>6360</u>	—
<u>Six Thousand Three Hundred</u> Dollars		
DESCRIPTION		
<u>and Sixty</u>		
<u>Site Plan Review # 670 base Fee</u>		
<u>+ \$2585 Escrow</u>		
<u>SLU # 575 base fee + \$2,530</u>		
<u>escrow</u>		
<u># 5735</u>		
RECEIVED BY	<u>Mys</u>	

No 7721

FOR SECURITY PURPOSES, THE FACE OF THIS DOCUMENT CONTAINS A COLORED BACKGROUND AND MICROPRINTING IN THE BORDER

5735

SIGNATURE BANK, N.A.
TOLEDO, OH 43623
56-1562/412

ALL PHAZE CONSTRUCTION, LLC
1111 TELEGRAPH ROAD
CARLETON, MI 48117
(734) 654-2600
office@apc-mi.com



PAY TO THE ORDER OF

Berlin Charter Township

\$ 6360

Six Thousand Three Hundred Sixty ^{00/100}

DOLLARS

[Signature]
AUTHORIZED SIGNATURE

MEMO Planning

SECURITY FEATURES INCLUDED. DETAILS ON BACK

⑈005735⑈ ⑆04⑆2⑆562⑆⑆ 2065928⑈

Berlin Charter Township

8000 Swan View • Newport, MI 48166 • (734) 586-2187 • Fax (734) 586-8900



LETTER OF AUTHORIZATION and APPLICATION FOR LAND COMBINATION

DATE: 4-17-2024

To Berlin Charter Township:

I, Brad Krupp Church Elder hereby authorize and request Berlin Charter Township to process the (circle one: division, combination) division/combination) of Parcel/Lot No(s).

If applicable: located within the BUHL'S Subdivision.

IMPORTANT: Are there any parcels that are included in a mortgage: YES NO

If Yes, please attach a letter of approval from your mortgage company relating to this request to divide or combine.

Notice regarding LAND COMBINATIONS: Please be informed that, once approved, any future requests to re-divide a combined property may require approval from the Berlin Zoning Board of Appeals and that may or may not be approved at that time.

Brad Krupp
Property Owner Name Printed

Brad Krupp
Property Owner Name Printed

8823 Swan Creek Road
Address

Newport, MI 48166
City/State/Zip Code

734-625-3748
Daytime Telephone Number

bradkrupp@charter.net
E-mail

Please sign the form in front of the person notarizing this document.

Brad Krupp
Property Owner Name Signature

Brad Krupp
Property Owner Name Signature

STATE OF MICHIGAN)
)ss.

COUNTY OF MONROE)

On this 18 day of April, 2024, before me personally appeared the above named, known to me to be the person described herein and who executed the foregoing signature.

Notary Public Signature: [Signature] County: Monroe

My Commission Expires: March 15, 2030 Acting in the County of: Monroe

SUSAN R. McLAUGHLIN
Notary Public, State of Michigan
County of Monroe
My Commission Expires Mar. 15, 2030
Acting in the County of Monroe

OFFICE USE ONLY:

Preliminary Approval: Pending survey verification of sketch submitted for review. Good for 90 days then will be voided.

Zoning Administrator: _____

Assessor: _____

Tentative Approval: Pending copy of recorded documents with the Monroe County Register of Deeds Office. If any portion of the land has been transferred then a deed will be required. Good for 30 days then will be void unless conveyance documents are recorded with Monroe County Register of Deeds.

Zoning Administrator: _____

Assessor: _____

Final Approval: After proof of recorded documents and ALL requirements have been met, including any payment if required.

Zoning Administrator: _____

Assessor: _____

New Parcel Numbers assigned for next year: _____

New parcel numbers that are assigned to the new legal descriptions created will appear on the next year's Assessment and Tax Rolls. Notice of Assessments will be mailed in February showing the new values.

The current year's Summer and Winter tax bills will NOT be divided by the Township. Payment of taxes (Summer & Winter) must be decided by the Buyer and Seller. The current year's tax bills will be based on the status as of December 31st of the previous year. If there was only ONE parcel, there will only be ONE bill.

BERLIN CHARTER TOWNSHIP LAND COMBINATION CHECKLIST

8000 Swan View Drive, Newport, MI 48166

Assessing Department (734) 586-2187, ext 8 Building Department (734) 586-2187, ext 5

The following documentation must be submitted prior to processing a request for combination of land in the township.

- o Letter of Authorization and Application for Land Combination completed by the property owner(s).
- o Township Fees: Amount Due \$ _____
A fee of \$100 Application Fee and \$25 for each parcel reviewed.
- o A copy of the Deeds for the properties being combined.
- o For parcels outside of a platted subdivision or condominium, applicants must submit a legal survey with the surveyor's seal showing the newly proposed parcel with detailed legal description of new parcel and all parcels being combined, including any remainder parcels. Any structures on the properties must be indicated on the survey (4 copies are required).
- o Land Combination tax certification from Monroe County Treasurer, 51 S Macomb St, Monroe, MI, meeting requirements of Section 7H of the Township Land Division and Combination Ordinance.
- o **IMPORTANT:** Are there any parcels that are included in a mortgage: YES NO
If Yes, please attach a letter of approval from your mortgage company relating to this request to combine.

NOTE: It is your responsibility to ensure that the Township has all information necessary to review your combination request.