

**CITY OF TROY
PRELIMINARY SITE CONDOMINIUM APPLICATION**

**CITY OF TROY PLANNING DEPARTMENT
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**PRELIMINARY SITE CONDOMINIUM
REVIEW FEE
\$1,000.00 plus \$10.00/unit
ESCROW FEE
\$1,500.00
RENEWAL FEE
\$500.00 plus \$10.00/unit**

REGULAR MEETINGS OF THE CITY PLANNING COMMISSION ARE HELD ON THE SECOND AND FOURTH TUESDAYS OF EACH MONTH AT 7:00 P.M. AT CITY HALL.

PLEASE FILE A COMPLETE PRELIMINARY SITE CONDOMINIUM APPLICATION, TOGETHER WITH THE APPROPRIATE FEE, NOT LESS THAN THIRTY (30) DAYS PRIOR TO THE DATE OF THAT MEETING.

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1. NAME OF THE PROPOSED DEVELOPMENT: _____
 2. LOCATION OF SUBJECT PROPERTY: _____
 3. ZONING CLASSIFICATION OF SUBJECT PROPERTY: _____
 4. TAX IDENTIFICATION NUMBER(S) OF SUBJECT PROPERTY: _____
 5. DESCRIPTION OF PROPOSED USE: _____
 6. SIZE OF SUBJECT PROPERTY: _____
 7. NUMBER OF UNITS PROPOSED: _____
 8. DEVELOPMENT OPTION USED (IF ANY): _____

9. APPLICANT: NAME _____ COMPANY _____ ADDRESS _____ CITY _____ STATE _____ ZIP _____ TELEPHONE _____ E-MAIL _____	PROPERTY OWNER: NAME _____ COMPANY _____ ADDRESS _____ CITY _____ STATE _____ ZIP _____ TELEPHONE _____ E-MAIL _____
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10. THE APPLICANT BEARS THE FOLLOWING RELATIONSHIP TO THE OWNER OF THE SUBJECT PROPERTY:

11. SIGNATURE OF APPLICANT _____ DATE _____

12. SIGNATURE OF PROPERTY OWNER _____ DATE _____

BY THIS SIGNATURE, THE PROPERTY OWNER AUTHORIZES THE PLACEMENT OF A SIGN ON THE PROPERTY TO INFORM THE PUBLIC OF THE REQUEST FOR SPECIAL USE APPROVAL.

PRELIMINARY SITE CONDOMINIUM APPLICATION CHECKLIST

THE FOLLOWING INFORMATION AND MATERIALS ARE NECESSARY FOR SUBMISSION:

- REQUIRED FEE
- ONE (1) CD CONTAINING AN ELECTRONIC VERSION OF THE ENTIRE PRELIMINARY SITE CONDOMINIUM APPLICATION (PDF Format)

ONE (1) HARD COPY OF THE FOLLOWING:

- COMPLETED CITY OF TROY PRELIMINARY SITE CONDOMINIUM APPLICATION FORM
- CERTIFIED BOUNDARY SURVEY
- CERTIFIED TOPOGRAPHIC SURVEY

TWO (2) HARD COPIES OF THE FOLLOWING:

- PRELIMINARY SITE PLAN SHOWING PROPOSED SITE LAYOUT AND USES
- PRELIMINARY TREE PRESERVATION PLAN / TREE INVENTORY
- PRELIMINARY LANDSCAPE PLAN
- PRELIMINARY FLOOR PLANS
- PRELIMINARY ELEVATIONS
- PRELIMINARY GRADING PLAN
- PRELIMINARY LIGHTING PLAN
- WETLANDS DETERMINATION
- ANY DOCUMENTATION REQUIRED TO COMPLY WITH THE PROVISIONS OF THE OPEN SPACE PRESERVATION OPTION (SECTION 10.03) OR THE ONE-FAMILY CLUSTER OPTION (SECTION 10.04)

ALL HARD COPY DRAWINGS SHALL BE FOLDED, STAPLED, SEALED AND SIGNED BY A STATE OF MICHIGAN PROFESSIONAL ENGINEER, REGISTERED ARCHITECT, REGISTERED LANDSCAPE ARCHITECT, OR PROFESSIONAL COMMUNITY PLANNER

PLANNING COMMISSION AGENDAS ARE ELECTRONIC