

VILLAGE OF OXFORD
Planning Commission
 22 West Burdick, P.O. Box 94
 Oxford, MI 48371-0094
 248-628-2543



PLANNED USE DEVELOPMENT APPLICATION

Applicant must provide **20 copies** of the site plan, application, fees, and all relative documents at least thirty-five (35) days prior to the next regularly scheduled meeting of the Planning Commission.

A public hearing will be required in which all owners of property within 300 feet of proposed development will be notified and will be allowed to speak to the Planning Commission.

DATE _____ PROJECT ADDRESS _____

APPLICANT INFORMATION

Name: _____

Address: _____

City: _____	State: _____	Zip: _____
Phone: _____	Cell: _____	
Email: _____		

PROPERTY OWNER INFORMATION

Name: _____

Address: _____

City: _____	State: _____	Zip: _____
Phone: _____	Cell: _____	
Email: _____		

If applicant is not the owner, describe applicant's interest in the property. (Proof of ownership OR affidavit is required.)

PROPERTY DESCRIPTION

Description of Proposed Project: _____

Current Zoning Classification:	<input type="checkbox"/> R-1 Single Family	<input type="checkbox"/> C-1 Central Business – Core
	<input type="checkbox"/> RM Multiple Family	<input type="checkbox"/> C-1 Central Business – Transition
	<input type="checkbox"/> I-1 Industrial	<input type="checkbox"/> C-2 General Business
		<input type="checkbox"/> P-1 Vehicular Parking

Underlying Proposed Zoning District:	
Property Size	sq. ft.

ATTACH THE FOLLOWING:

1. 20 folded copies of the site plan, sealed by a registered architect, engineer, or landscape architect.
2. Digital copies of application, site plan, and all supporting documentation.
3. Proposed Planned Unit Development Agreement
4. Proof of property ownership or interest in property (purchase agreement, etc.)
5. Fees: \$200 Application Fee
 Additional Fees based on acreage, see Cost form.

PLEASE NOTE: The applicant or a designated representative **MUST BE PRESENT** at all scheduled review meetings or the PUD may be tabled due to lack of representation.

Failure to provide true and accurate information on this application shall provide sufficient grounds to deny approval of a site plan application or to revoke any permits granted subsequent to site plan approval.

APPLICANT'S ENDORSEMENT

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Planning Commission will not review my application unless all information required in this application and the Zoning Ordinance have been submitted. I further acknowledge that the Village of Oxford and its employees or agents shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

Signature of Applicant

Date

Signature of Property Owner

Date

VILLAGE USE ONLY

_____ 1. Pre-Application Conference (if requested by applicant)

_____ 2. Complete PUD Application

_____ 3. Receive 20 Copies of Site Plan and Application

_____ 4. Distribute Plans to:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Planner | <input type="checkbox"/> Building Official |
| <input type="checkbox"/> Engineer | <input type="checkbox"/> DPW Director |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> DDA Director (if within DDA) |
| <input type="checkbox"/> Police Dept. | <input type="checkbox"/> Planning Commissioners (7) |

_____ 5. Planning Commission Meeting Date: _____

_____ 6. Notice for Public Hearing

_____ 7. Receive Reviews:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> Planner | <input type="checkbox"/> Building Official |
| <input type="checkbox"/> Engineer | <input type="checkbox"/> DPW Director |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> DDA Director (if within DDA) |
| <input type="checkbox"/> Police Dept. | |

_____ 8. Planning Commission Recommendation to Village Council: _____

_____ 9. State and County Approval

- Road Commission for Oakland County
- Michigan Department of Transportation (if required)
- Oakland County Drain Commission
- Oakland County Health Department

_____ 10. Receive PUD Agreement between Village and applicant

_____ 11. Village Council Meeting Date: _____

_____ 12. Village Council Action: _____

NOTES
