City of Gaylord
305 East Main Street, Gaylord, MI 49735
Phone: (989) 732-4060 Fax: (989) 732-8266

CONCEPTUAL REVIEW APPLICATION

THE CITY OF GAYLORD STRONGLY ENCOURAGES THE USE OF THE SWISS ALPINE MOTIF IN THE CONSTRUCTION AND/OR RENOVATION OF ALL COMMERCIAL BUILDINGS IN THE CITY OF GAYLORD TO MAINTAIN, ENHANCE AND PROMOTE, "GAYLORD, THE ALPINE VILLAGE."

1. GENERAL INFORMATION:

Property Owner Name: _____ Phone Number: _____

Property Owner Address: _____

Business Name (If Applicable): _____

Applicant: _____ Phone Number: _____

Applicant Address: _____

Proof of Legal or Financial Interest: _____

2. PROPERTY DESCRIPTION:

Tax ID Number: _____

Property Address: _____

Nearest Cross-Street(s): _____

Zoning District: _____

3. PROPOSED USE AND/OR TYPE OF CONSTRUCTION

A. Proposed Use: _____

_____

B. Type of Construction:

☐ Single Family Dwelling

☐ Two or Multiple Family Dwelling – Number of Units: _____

☐ Garage, Storage Shed or Other Accessory Structure – Describe: _____

☐ Non-Residential Structure – Describe: _____

☐ Addition

☐ Other – Describe – Canopy over handicap ramp

☐ Use Change of Existing Structure

4. PROPOSED SPECIFICATIONS

A. Setbacks: _____Front _____Rear

_____Side _____Side

B. Property Dimensions: _____

C. Exterior Dimensions of Proposed Structure: _____

D. Height of Proposed Structure: _____

E. Square Footage of Proposed Structure: _____

F. If Addition, Square Footage of Existing Structure: _____

G. Proposed Parking Spaces: _____

H. Parking Spaces Required Per Ordinance: _____

I. Ordinance requires that all driveways, drive approaches, means of ingress and egress to and from parking areas, vehicle storage areas and service drives be either asphalt or concrete for all developments except Single and Two-Family Dwelling properties. Certain exceptions are permitted for those areas behind the front face of a structure for those properties located in the M-1 District. All drive approaches in the road right-of-way of any district, for any use, must be either asphalt or concrete. A separate Drive Permit is required.

Does the Proposed Development Comply with the above requirements? ☐ Yes ☐ No

If no, please explain:

_____

_____

5. SITE PLAN:

Attach a scaled drawing using a common engineering or architect scale for all non-residential structures, which can be verified, in the field by the Zoning Administrator. Include the following:

☐ Lot or Parcel Dimensions, Scale, North Arrow, etc.

☐ Existing Building & Dimensions, Including Eaves and Dimensions

☐ Proposed Building & Dimensions, Including Eaves

☐ Front, Side and Rear Yard Setbacks

☐ Name of Street, Easements or Dedicated Right-of-Way

☐ Building Elevation

☐ Detailed Parking, Service Drives and Approaches, including Surface Materials

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CONCEPTUAL REVIEW NOTES