

## CHAPTER 13 SITE PLAN REVIEW

### Section 13.1 Description, Scope and Purpose.

- (a) The purpose of this chapter is to provide standards and procedures under which applicants would submit, and the Township would review, site development plans for specified types of land uses within the Township. Such review of proposed site plans by the Township, and the approval thereof under appropriate terms and conditions, will help to assure compliance with the terms of the zoning ordinance and implementation of the goals and policies of the Township Master Plan.
- (b) Among other matters, this chapter provides standards under which the Township may consider the approval of site plans, including standards with respect to effect on existing land uses; vehicle traffic patterns; impact on natural features and natural resources; storm water drainage; access from public and private streets; placement of buildings and off-street parking areas; adequate water supply and wastewater disposal; the providing of open space; and a variety of other aspects of land development, including signs, exterior lighting, alteration of grades, fire protection and the like.
- (c) The types of site plan review for various land uses and circumstances are the following:
  - (1) Exemptions from Site Plan Review. Land uses that are exempt from site plan review are stated in Section 13.2.
  - (2) Full Site Plan Review. The land uses for which full site plan review is required are stated in Section 13.3.
  - (3) Administrative Site Plan Review. The land uses that are eligible for administrative site plan review are stated in Section 13.4.

**Section 13.2 Land Uses Exempt From Site Plan Review.** The following land uses, if lawful, are exempt from site plan review:

- (a) Single-family and two-family detached dwellings.
- (b) Farms; farm buildings and farm structures.
- (c) Roadside market stands in the R-R District.
- (d) Home occupations.
- (e) Permitted residential accessory buildings.

**Section 13.3 Land Uses Subject to Full Site Plan Review.** Except as otherwise provided in Sections 13.4 and 13.2, full site plan review by the Planning Commission shall be required for the following land uses and in the following circumstances:

- (a) Land uses in the R-R, MDR, MHC and L-R Districts, except single-family and two-family detached dwellings, residential accessory buildings and permitted farm buildings and farm structures.
- (b) Land uses in the C, C-1 and I-I Districts.
- (c) Special land uses.
- (d) Site condominiums and condominium subdivisions.
- (e) Planned unit developments.
- (f) Open space preservation developments under Section 4.31.
- (g) Any change in an existing land use if site plan approval was not previously given for the existing land use, in whole or in part, unless the change is an exempt change under Section 13.2, or unless the change is subject to administrative site plan review under Section 13.4.
- (h) Any change in an existing land use that does not qualify as a minor change under Section 13.12(c) in or with respect to any of the following:
  - (1) The principal building(s) or other principal structure(s).
  - (2) The means or location of vehicle access to the land.
  - (3) An increase or decrease in the area of the land.
  - (4) The addition of a building or structure.
  - (5) The addition of one or more land uses, including the addition of an additional business or commercial use.
  - (6) A change in the principal building or principal structure, including a change in area, height, façade or other significant aspect thereof.
  - (7) An increase or reduction in the size or configuration of off-street parking area.
  - (8) A change in, addition to or reduction in outdoor lighting fixtures, devices or equipment.

- (9) A change in signage on the site, including number of signs, the size or height of any sign and the structure or message of any sign.
- (i) A major change in an approved site plan that has been referred to the Planning Commission by the Zoning Administrator under Section 13.12(e).

**Section 13.4 Land Uses Subject to Administrative Site Plan Review.** The following land uses, in the following circumstances, are subject to administrative site plan review by the Zoning Administrator:

- (a) A change in an existing land use that qualifies as a minor change under Section 13.12(c), if site plan approval was previously given for the existing land use, except minor changes referred by the Zoning Administrator to the Planning Commission under Section 13.12(d).
- (b) A change from an existing, lawful nonconforming land use to a permitted land use if the change involves only minimal site plan changes or would result in only minimal impacts on adjacent or nearby lands or uses.
- (c) A change from an existing permitted land use to a different permitted land use, if the proposed land use complies with all the following:
  - (1) The proposed land use would be conducted entirely within an existing enclosed building.
  - (2) The proposed land use would not increase the area of an existing off-street parking area by more than 20 percent.
  - (3) The proposed land use would not substantially alter the character or appearance of an existing building or the site.
  - (4) The proposed land use would not result in serious adverse impacts on adjacent or nearby lands or uses.
- (d) Expansion of an existing building that is included in an existing permitted use, if the proposed expansion complies with all the following:
  - (1) The proposed expansion would not increase the total gross floor area of the building by more than 20 percent.
  - (2) No variances are required for the proposed building expansion.

**Section 13.5 Applications For Site Plan Review, Whether Full or Administrative Site Plan Review.** An application for site plan review shall be submitted to the Zoning Administrator, together with a site plan complying with the requirements of this section and other applicable provisions of this Ordinance.

- (b) Subject to subsection (c), the application for site plan review and the site plan shall include at a minimum the following information:

- (1) The name and business address of the person responsible for preparation of the site plan.
- (2) The name and address of the property owner and applicant.
- (3) A locational sketch.
- (4) Legal description of the subject property.
- (5) The size (in acres) of the subject property.
- (6) Property lines and required setbacks, including proposed building envelopes.
- (7) Refuse and service areas, including locations of dumpsters or other types of trash receptacles.
- (8) Loading and unloading facilities.
- (9) Exterior lighting and signs.
- (10) The location of all existing structures, driveways, and parking areas within 300 feet of the subject property's boundaries.
- (11) The location and dimensions of all existing and proposed buildings and structures on the subject property.
- (12) The location of all existing and proposed streets and drives, including proposed lengths; acceleration/deceleration lanes and sidewalks; the location and area of existing and proposed off-street parking and loading areas.
- (13) The location and right-of-way width of all abutting roads, streets, alleys or easements.
- (14) The current uses of all properties abutting the subject property, showing the boundary lines of the abutting properties, and also showing the current zoning thereof.
- (15) The location and a general description of all existing vegetation, and the location, type, and size of all proposed landscaping.
- (16) The location and nature of existing and proposed water supply and sewage disposal facilities, including any proposed connections to public or community sewer and/or water supply systems.

- (17) The location and size of all existing and proposed surface water drainage facilities.
  - (18) Existing and proposed topographic contours.
  - (19) If site preparation or other site work for the proposed use will involve the excavation and removal from the site of 10,000 or more cubic yards of earth, soil or other mineral resource, the site plan shall include detailed information regarding the amount and location of such excavation and removal, the resulting contours of the land and a description of the proposed excavation and removal operations, proposed routes for the transporting of removed material and other information sufficient to evaluate the nature, scope, impact and results of such excavation and removal activity.
  - (20) Recreation areas, common use areas, and any areas to be established for public use.
  - (21) Existing and proposed lakes, streams and other bodies of water.
  - (22) Floodplain areas and basement and floor elevations of all buildings.
  - (23) Proposed deed restrictions or restrictive covenants.
  - (24) Typical elevation views of the front, side and rear of each building.
  - (25) A thorough narrative description of the development or improvements, including elements and features specific to the improvements or project, the uses and activities proposed for the property, the extent and type of impact of the land use on adjacent and nearby lands and streets and other material aspects of the improvements and site.
  - (26) Preliminary architectural sketches and/or a general statement as to the type of construction and materials to be used in the proposed buildings or structures. Heights and areas of buildings and structures shall be stated.
  - (27) The period of time within which the project will be completed.
  - (28) Proposed staging, if any, of the land use or project.
  - (29) Delineation of the 100-year floodplain and any proposed uses therein.
  - (30) Additional information which the Township may request and which is reasonably necessary to evaluate the site plan.
- (c) The Planning Commission, or the Zoning Administrator in the case of administrative site plan review, in its discretion, may waive any element, component or other matters otherwise required to be included in a site plan or a site plan application, if such matters are not deemed necessary for review and consideration of the proposed land use. In its approval or other action with respect to the site plan, the Planning

Commission or Zoning Administrator, as appropriate, shall state in writing the required parts of the site plan which it determines can be waived, and shall include the same on the approved site plan or on an attachment thereto.

- (d) An environmental impact study may be required.
- (e) Proof of County Road Commission approval or Michigan Department of Transportation approval for street entrances may be required.
- (f) The application for site plan review shall be accompanied by payment of the application fee established by the Township Board, together with any required zoning escrow deposit for reimbursement of Township expenses in the consideration of the site plan.
- (g) If required by the Planning Commission, the Zoning Administrator, building official or other authorized Township representative, the applicant shall obtain and submit to the Township a professionally prepared, sealed drawing of the site plan, in compliance with the provisions of this section. Such drawing shall be sealed by a registered engineer, registered surveyor or similar licensed professional person.

**Section 13.6 Standards for Review of Site Plans, Whether Full or Administrative Site Plans.**

A site plan may be approved only if the site plan complies with the following standards:

- (a) **Generally.** All elements of the site plan shall be harmoniously and efficiently organized in relation to topography, the size and type of the land parcel, the character of adjoining property and the type and size of buildings.
- (b) **Buildings and Structures.** Building and structures shall be located and arranged in compliance with zone district requirements and other applicable provisions of this Ordinance. Buildings and groups of buildings shall be located so as to comply with all minimum yard requirements and so as to permit adequate emergency vehicle access to all sides of buildings. Dwellings and other principal buildings shall have access to a public or private street by means of a permitted driveway, sidewalk or other permitted means of access.
- (c) **Traffic Circulation.** The number, location and size of access and entry points, and internal traffic and pedestrian circulation routes shall be designed to promote safe and efficient access to and from the site, and circulation within the site.
  - (1) Site plans shall fully conform with the driveway and traffic safety standards of the Township and the County Road Commission. Private streets shall comply with Township private street requirements; public streets shall comply with County Road Commission or Michigan Department of Transportation requirements, as applicable.
  - (2) In its approval of a site plan, the Planning Commission or Zoning Administrator, as appropriate, may require the providing of sidewalks or other measures for pedestrian circulation.

- (d) **Storm Water Drainage.** Storm water detention or retention and drainage systems shall be designed so that the removal of surface waters will not adversely affect the subject property, adjacent or nearby properties or public storm water drainage systems.
- (e) **Landscaping.** The landscape shall be preserved in its natural state, insofar as practicable, by minimizing tree and soil removal. Grade changes shall be in keeping with the general appearance of neighboring developed areas. The site plan shall be prepared in compliance with the landscaping requirements of Section 4.30 of this Ordinance.
- (f) **Screening.** Where commercial uses abut residential uses, appropriate screening consisting of attractively designed fencing or screening, or equivalent landscaping, shall be provided so as to shield residential properties from noise, headlights, and glare, and from the view of trash receptacles, dumpsters and similar outdoor, utilitarian uses common to commercial activities.
- (g) **Lighting.** Outdoor lighting shall be designed to minimize glare on adjacent properties and public streets, and shall otherwise be designed, installed and operated in compliance with Section 4.19 of this Ordinance.
- (h) **Exterior Uses.** Exposed storage areas, machinery, heating and cooling units, service areas, loading areas, utility buildings and structures, and similar accessory areas shall be located so as to have only a minimum negative effect on adjacent properties, and shall be screened to ensure compatibility with surrounding properties.
- (i) **Utilities.** Water supply and sanitary sewage disposal facilities shall comply with Township, county and state requirements.
- (j) **Signs.** Signs shall comply with Chapter 14 and other applicable sign regulations in this Ordinance.
- (k) **Parking and Loading.** All loading and unloading areas and outside storage areas which face or are visible from residential districts or streets shall be screened by a sufficient fence or by means of landscaping. Off-street parking and loading facilities shall comply with Chapter 15 and other parking regulations in this Ordinance.
- (l) **County Requirements.** Site plans shall comply with the requirements of the County Health Department and state and county requirements for soil erosion and sedimentation control.
- (m) **Other Permits and Approvals.** In addition to compliance with all applicable Township ordinance requirements, site plans shall be prepared in compliance with applicable county and state law requirements. Site plan approval shall be conditioned upon the applicant receiving all applicable Township, county and state permits or other approvals, prior to issuance of building permits or within such other deadline or time constraint determined by the Planning Commission, or by the Zoning Administrator in the case of administrative site plan review.

**Section 13.7 Conditions on Approval Of Site Plans.** The Planning Commission, or the Zoning Administrator in the case of administrative site plan review, may impose reasonable conditions on the approval of a site plan. Such conditions may include but need not be limited to conditions necessary to insure compatibility with adjacent land uses; to promote the use of land in a socially and economically desirable manner; to protect the natural environment and conserve natural resources; and to insure that public services and facilities affected by a proposed land use or activity will be capable of handling increased service and facility demands caused by the land use or activity. Such conditions shall be in writing and shall be included on the final site plan or an attachment thereto.

**Section 13.8 Construction In Accordance With Approved Site Plan.** Following the approval of a site plan, the applicant shall design, construct and install all site plan improvements and other features in full compliance with the plan as approved. Failure to do so shall be a violation of this Ordinance.

**Section 13.9 Performance Guarantees.** To assure compliance with the terms of this Ordinance and any conditions imposed upon the approval of a site plan, the Planning Commission, or Zoning Administrator in the case of administrative site plan review, may require that a cash deposit, irrevocable bank letter of credit or performance bond, with surety acceptable to the Township, be submitted to the Township, as a condition of approval of the site plan.

- (a) The amount of the required performance guarantee may include but shall not be limited to such amount as is determined to assure the completion of streets, outdoor lighting, utilities, sidewalks, drainage systems, fencing and screening, landscaping and other elements of the proposed construction or project.
- (b) A bank letter of credit or performance bond shall be conditioned upon timely and faithful compliance with all conditions imposed upon approval of the site plan and in compliance with all applicable zoning ordinance and other requirements.
- (c) When a performance guarantee is required, the guarantee, whether in the form of a cash deposit or other permitted form of guarantee, shall be deposited with the Township Clerk prior to the issuance of a building permit or other permit necessary for the commencement of work on the land which is the subject of the site plan.
- (d) In the discretion of the Zoning Administrator, as phases or elements of the work or project depicted in the site plan are completed, portions of the cash deposit or the amount covered by a bank letter of credit or performance bond may be released.
- (e) Upon the satisfactory completion of the improvements for which the performance guarantee was required, as determined by the Zoning Administrator, the Township Clerk shall return to the applicant the cash deposit or the performance guarantee, as the case may be.

**Section 13.10 Procedures for Full Site Plan Review.**

- (a) One copy of a completed application form and 12 copies of a proposed site plan shall be submitted to the Zoning Administrator. The required application fee shall be paid at the time of submission of the application and the site plan, together with any



required zoning escrow deposit for reimbursement of Township expenses in the consideration of the site plan.

- (b) The application and the site plan shall be reviewed by the Zoning Administrator to determine whether the plan sufficiently complies with Section 13.5, and whether it is otherwise complete for consideration by the Planning Commission.
- (c) If the applicant has not included any required elements or aspects of the site plan, because the applicant desires to request that the Planning Commission waive those matters, the site plan may nevertheless be deemed sufficiently complete for purposes of Planning Commission consideration, if the submitted materials include a written narrative on the part of the applicant, stating the matters that the applicant desires to be waived and indicating the reasons for such waiver.
- (d) After review of the site plan and the application by the Zoning Administrator, and upon the Administrator's determination that the submitted materials are complete, the site plan shall be forwarded to the Planning Commission for inclusion on the agenda of a Planning Commission meeting.
- (e) The site plan shall be considered by the Planning Commission at a public meeting. The Commission may continue its consideration of the site plan during subsequent meetings.
- (f) The Planning Commission shall approve the site plan, disapprove the plan or approve the plan with conditions. The Commission's decision on a site plan shall be made by majority vote of the members present, a quorum being present.
- (g) The decision by the Planning Commission may be included in a motion or in a separate resolution. In either event, the terms and conditions under which the site plan is approved shall be stated in the minutes of the meeting or in a resolution adopted by the Commission. If the site plan is disapproved, the reasons for the disapproval shall be stated in the minutes of the meeting or in a separate resolution.
- (h) Upon approval of a site plan, all terms and conditions, and required revisions or modifications of the plan, shall be deemed a part of the approved site plan. The site plan shall be promptly redrawn or otherwise revised, to reflect any terms, conditions and modifications required by the Planning Commission, and the revised plan shall then be promptly submitted to the Zoning Administrator, and the Administrator shall then determine whether the Planning Commission requirements have been included in the revised plan.
- (i) All subsequent actions relating to the land use shall be consistent with the approved site plan, unless subsequent changes therein are approved by the Planning Commission or otherwise as permitted in this chapter. Any construction, land use or other activity carried out contrary to or not in conformity with an approved site plan shall be a violation of this Ordinance.

- (j) Upon approval of the site plan, whether as originally submitted or as it may be revised to reflect conditions or modifications by the Planning Commission, the Zoning Administrator shall mark and date such approval on the Township's original copy of the plan. One copy each of the final site plan shall be forwarded to the building inspector, the Township clerk and the Zoning Administrator. One copy shall be returned to the applicant.
- (k) In the event of construction work or other activity that does not comply with an approved site plan, the Township may issue a stop work order, whereupon all work in violation of or inconsistent with the approved site plan shall cease, or all work specified in the stop work order shall cease, until the order is withdrawn or cancelled by the Township.

**Section 13.11 Procedures for Administrative Site Plan Review.**

- (a) One copy of a completed application form and three copies of a proposed site plan shall be submitted to the Zoning Administrator. The required application fee shall be paid at the time of submission of the application and the site plan, together with any required zoning escrow deposit for reimbursement of Township expenses in the consideration of the site plan.
- (b) If the application and site plan sufficiently comply with Section 13.5, the Zoning Administrator shall either consider the application and site plan and make a determination in writing, or refer the application and site plan to the Planning Commission for a determination under Section 13.10.
- (c) The applicant may submit with the application a written request for a waiver of certain requirements of Section 13.5. The Zoning Administrator may waive any requirements that he or she considers not necessary to a determination as to the site plan. By way of example and not of limitation, the Zoning Administrator may accept a dimensioned hand-drawn sketch, not to scale, if the administrator determines that a scaled drawing is not necessary to a determination.
- (d) Unless the Zoning Administrator has referred the application and site plan to the Planning Commission, the Zoning Administrator shall either approve the site plan, disapprove the plan, or approve the plan with conditions. Such decision shall be in writing.
- (e) If the site plan is approved, the Zoning Administrator shall mark and date his or her approval on the Township's original copy of the site plan and forward a copy to the Planning Commission, for its information. One copy shall be returned to the applicant.
- (f) Upon approval of the site plan, all terms, conditions and required modifications of the site plan shall be deemed part of the final site plan. The applicant shall promptly revise the site plan to reflect the terms, conditions and modifications, and the revised plan shall be promptly submitted to the Zoning Administrator, for verification of

compliance, before any permits are issued and before any work at the site has commenced.

- (g) All subsequent actions relating to the land use shall be consistent with the approved site plan, unless subsequent changes are approved by the Zoning Administrator or by the Planning Commission, if it has been referred to the Commission for decision.
- (h) Any construction, land use or other activity carried out contrary to or not in conformity with an approved site plan shall be a violation of this Ordinance.
- (i) If construction work or other activity does not comply with an approved site plan, the Township may issue a stop work order, whereupon all work not in compliance with the approved site plan shall cease, or such lesser work specified in the stop work order shall cease, until the order is withdrawn or cancelled by the Township.

### **Section 13.12 Changes in Approved Site Plans.**

- (a) An approved site plan may not be changed, and development in accordance with a changed site plan may not take place, unless the changes in the site plan have been reviewed and approved in accordance with this chapter.
- (b) The holder of an approved site plan shall submit an application for approval of any proposed change in the approved site plan. The application shall be accompanied by the site plan, showing the change or changes for which approval is being requested. Any required application fee shall be paid at the time the application and proposed revised site plan are submitted, together with any required zoning escrow deposit for reimbursement of Township expenses in the consideration of the proposed change or changes in the site plan.
- (c) Minor changes in an approved site plan may be approved by the Zoning Administrator, upon a determination that the proposed minor change will not alter the basic design of the development or any of the specific terms and conditions imposed as a part of the original approval of the site plan. Minor changes shall consist only of only the following:
  - (1) Change in building size, up to five percent in total floor area.
  - (2) Change in location of buildings or other structures by no more than ten feet.
  - (3) Replacement of plant material specified in the landscape plan, with comparable material.
  - (4) Changes in building materials to a comparable or higher quality.
  - (5) Changes in floor plans which do not alter the character of the use.
  - (6) Internal rearrangement of a parking lot which does not affect the number of parking spaces or alter access locations or design.

- (7) Changes required or requested by the Township, the county or other governmental body or agency for safety reasons.
  - (8) Changes which will preserve the natural features of the site without changing the basic site layout.
  - (9) Other similar changes of a minor nature which are deemed by the Zoning Administrator to be not material or significant in relation to the entire site, and which the Zoning Administrator determines would not have a significant adverse effect upon the subject lands, or upon adjacent or nearby lands or the public interest.
- (d) Any requested minor changes that are submitted to the Zoning Administrator for approval may be referred to the Planning Commission for decision, regardless of whether the requested change qualifies as a minor change. In the case of such referral to the Planning Commission, the Commission shall make the decision on the requested change.
  - (e) If the change requested in an approved site plan is not a minor change under the terms of subsection (c), then such change shall be deemed a major change. In that event, the site plan, showing the major change, shall be submitted to the Planning Commission for its review and consideration, and the procedures with respect thereto shall be the same as those required for full site plan review.
  - (f) In the approval of any changes in an approved site plan, whether by the Zoning Administrator or the Planning Commission, written terms and conditions may be imposed thereon, and the applicant shall comply with such terms and conditions.
  - (g) Upon approval of minor changes in an approved site plan, the Zoning Administrator shall notify the Planning Commission of the minor changes approved.
  - (h) Upon approval of changes in an approved site plan, the applicant shall promptly submit to the Zoning Administrator five copies of the site plan (or such other number as may be required), accurately showing the changes in the site plan as thus approved, before any permits are issued and before any work at the site has commenced. The Zoning Administrator shall review the revised plan for compliance with required changes.

**Section 13.13 Appeals of Decisions by Planning Commission.** Any applicant who disagrees with a site plan decision made by the Planning Commission may appeal that decision to the Township Board, except that a decision made by the Planning Commission on appeal of a Zoning Administrator decision under Section 13.14 shall not be appealable. The appeal shall be in writing and shall be filed with the Zoning Administrator not later than 14 days after the decision. The appeal shall state specifically the matters being appealed and the factual basis for each appeal. An appeal stays the issuance of any permits that otherwise might be issued for the construction of buildings or other development within the lands included in the approved site plan.

- (b) Upon receiving the appeal, the Township Board shall include the matter on the agenda of its next convenient meeting. Upon consideration of the appeal, the Township Board shall review the record of action taken by the Planning Commission. Such record shall consist of the files, memoranda, correspondence, minutes and other material in the Township files with respect to the site plan. The party appealing may submit written materials bearing on the appeal; written material in support of the decision may also be submitted by or on behalf of the Planning Commission. However, no new evidence shall be presented, and the appeal shall be decided solely on the basis of the record developed by the Planning Commission.
- (c) In considering the appeal, the Township Board shall determine whether the record supports the action taken with respect to the matter being appealed. The Board may uphold the decision being appealed, it may reverse the decision or it may uphold the decision in part and reverse it in part. In making a decision on the appeal, the Board shall prepare and approve written findings in support of its decision. Such findings shall be included in the minutes of the proceedings, or they may be set forth in a resolution adopted by the Board.
- (d) A decision that a proposed change in an approved site plan is a major change shall not be appealable.

**Section 13.14 Appeals of Decisions by Zoning Administrator.** Any applicant who disagrees with a site plan decision made by the Zoning Administrator may appeal that decision to the Planning Commission. The appeal shall be in writing and shall be filed with the Zoning Administrator not later than 14 days after the decision. The appeal shall state specifically the matters being appealed and the factual basis for each. An appeal stays the issuance of any permits that otherwise might be issued for the construction of buildings or other development within the lands included in the approved site plan.

- (b) Upon receiving the appeal, the Planning Commission shall include the matter on the agenda of its next convenient meeting. Upon consideration of the appeal, the Planning Commission shall review the record of action taken by the Zoning Administrator. Such record shall consist of the files, memoranda, correspondence, and other material in the Township files with respect to the site plan. The party appealing may submit written materials bearing on the appeal. Written material in support of the decision may also be submitted by or on behalf of the Zoning Administrator. However, no new evidence shall be presented, and the appeal shall be decided solely on the basis of the record developed by the Zoning Administrator.
- (c) In considering the appeal, the Planning Commission shall determine whether the record supports the action taken with respect to the matter being appealed. The Commission may uphold the decision being appealed, it may reverse the decision or it may uphold the decision in part and reverse it in part. In making a decision on the appeal, the Commission shall prepare and approve written findings in support of its decision. Such findings shall be included in the minutes of the proceedings, or they may be set forth in a resolution adopted by the Commission.

- (d) If the Planning Commission's decision is to reverse or modify the decision of the Zoning Administrator, the applicant shall prepare a revised site plan, accurately including the changes or other matters resulting from the Planning Commission's decision on the appeal. The revised plan shall be subject to the approval of the Zoning Administrator, consistent with the terms of the decision on appeal. No permits shall be issued, nor shall work commence, until the revised plan has been approved.

**Section 13.15 As-Built Site Plan.** If required by the Planning Commission and after completion of all required improvements as shown on the approved site plan, the property owner or other interest holder shall submit to the Zoning and Planning Department three copies of an "as-built" site plan, certified by an engineer, surveyor or other professional, prior to the anticipated occupancy of any building within the area comprising the site plan. The as-built plan shall be reviewed by the Zoning Administrator or township engineer to determine whether the plan conforms with the approved site plan and other Township requirements and applicable county and state requirements. Occupancy permits shall not be issued until the building official has determined that the as-built site plan fully conforms with the approved site plan and the above-stated Township and other requirements.

**Section 13.16 Approval Effective for One Year.** Approval of a site plan under the terms of this chapter shall be effective for a period of one year, but such effectiveness shall continue so long as the development and construction of the land use covered by the site plan commences within such period of one year and is diligently pursued thereafter. If construction or development of the use permitted by the approved site plan has not commenced during such one-year period, such period of time may, but is not required to, be extended by the Planning Commission, or by the Zoning Administrator in the case of administrative site plan review, for up to two additional periods of one year each, if such an extension is applied for during the current period of site plan approval.