



SITE PLAN APPROVAL SHEET

Name of person requesting Site Plan review: _____

Signature: _____ Date: _____

Property Owner: _____ Phone: _____

**(Please include a notarized authorization to build on property if
applicant is not the owner of the property.)**

Company: _____

Address: _____

Telephone: _____ Email: _____

Location of Site: _____

***** It is recommended that the Ottawa County Building Department review your site plan
before submitting it to the City Planning Commission.*****

Date six (6) copies of Site Plan received with \$150.00 fee: _____

Zoning Inspector's Signature: _____

Planning Commission Approval: _____

Date of Approval: _____

Chairperson's Signature: _____

Comments: _____

