



City of Plymouth, Michigan

Internal Review Process/Joint Site Plan Review SOP

**Last Updated:
December 2021**

Completeness Review

1. Were all the application materials included? Refer to site plan review checklists in appendix A and B.
 - a. If no, notify the applicant of deficiencies and hold further action.
 - b. If yes, proceed to file creation.

File Creation

1. Create a permit record on the applicable parcel record in BSA Building.Net (hereby referred to as “BSA”).
 - a. Add applicable transaction fee items and print the invoice to be paid.
2. Create a new electronic folder in the Planning Commission folder under the appropriate year.
 - a. Folders should be labeled by address and applicant name.
 - b. Scan or add all application documents and save to the electronic folder.
 - c. Place the hard copy application materials on the plans table.

Application Routing

1. Establish a comment due date. Comments on cases that go before the Planning Commission are generally due the Tuesday of the week before the meeting date at the latest. Comments for administrative site plan review are typically due one week after receipt.
2. Forward electronic copies (via email) of the complete application package to the internal review team:
 - a. Planning Consultant Sally Elmiger
 - b. Public Utilities Director Adam Gerlach
 - c. Fire Marshal Matt Samhat
 - d. Building Official Brent StrongHard copies are available, upon request.

Public Hearing Notices

- All ZBA requests require public hearings. All special land use approvals and rezoning applications require public hearings.
- Public hearing notices are published in the Observer and mailed to all property owners within 300 feet of the subject parcel(s).
- Notices must be published in the newspaper at least 15 days prior to the hearing.
- Mailed notices are sent the same week the notice is scheduled to run in the paper.

Preparing the public hearing notice

- Open the “Notice Template” located under the Planning Commission folder and appropriate year.
- Save the notice template as “Notice Meeting Date” in the format “MM-DD-YY”. Update the notice with the appropriate meeting date, address, applicant name, case description, and parcel number.
- Review the notice for accuracy and completeness.

Submit for publishing

- Email a word doc version of the notice to oelegals@michigan.com. Email subject should be “Publish: [Date of Publishing]”. Email content should say “Please place the attached legal notice in the Observer on [Date of Publishing].”
- Within 24 hours an email should be returned to the City with a subject referencing “AD#XXXXXX – Date of Publishing – City of Plymouth – PC Notice Meeting Date”.
- Review the notice.
 - a. If there are changes write them out thoroughly and specifically in the email reply.
 - b. If there are no changes, reply “Approved.”
- After the publishing date, the affidavit of posting should be received via email.
- Save the affidavit PDF in the Planning Commission folder under the appropriate year.

Preparing the mailing lists

- The Assistant Community Development Director will create the GIS map and mailing list. The mailing list includes the affected parcel numbers within 300 feet of the subject property. The map is produced as an exported PDF and the parcel numbers are exported as an excel file.
- The Office Manager then creates and mails the notification letters.
 - a. Select the affected parcels from the “1. Property Table” in BSA.
 - b. Once every parcel number is marked (pale blue in color), click “Tools” and select “Generate Letters” from the drop down menu.
 - c. Select “PC Notification Letter” and ensure “Save copy of each letter” is checked.
 - d. Click “Generate Letters” and the word document with each address’s letter should populate.
 - e. Print the entire document double sided.
 - f. Trifold letters and stuff in windowed City envelopes with address visible through window.
 - g. Run letters through the mail machine and ensure they are sealed.
 - h. Place letters in outgoing mail bin.

Application Review

Staff Review

1. Review the application package for conformance with the required standards:
 - a. Appendix A: Site Plan Review (Planning Consultant)
 - b. Appendix B: Planned Unit Development (Planning Consultant)
 - c. Appendix C: Rezoning (Planning Consultant)
 - d. Appendix D: Public Utilities (Public Utilities Director)
2. Conduct a site visit.
 - a. Take pictures of current conditions including trees and landscaping, pedestrian access, building materials and colors, lighting, parking lot configuration and access, signage, and any current or possible code violations.
 - b. Identify any missing, incomplete, or inaccurate information.
 - c. Identify any issues with conformity with City standards.

Internal Review Team Meeting

- The members of the internal review team will meet in-person or via Zoom approximately 8 business days after the receipt of applications to discuss preliminary comments. The meeting focuses on ensuring the consistency of staff comments to the applicant prior to finalization of the staff report and preparation of Planning Commission packet.

Initial Feedback to Applicant

- Any missing, incomplete, or inaccurate information, clarifying questions, or issues with conformance to the zoning ordinance shall be shared with the applicant via email. This email should be sent approximately one week prior to the finalization of the agenda and staff report. At that time, the applicant may decide to postpone their application from Planning Commission consideration or to supply additional information.

Administrative Review

- An administrative review document will be prepared for each case that goes before the Planning Commission. The staff report is prepared by the Assistant Community Development Director. The review template is in the Planning Commission folder under the current year. Elements of the staff report typically include a copy of the application, a copy of the site plan, a copy of the building plans or elevations, and a copy of the comments from the Planning Consultant, Public Utilities Director, Building Official, Police Chief, Fire Marshal, and/or City Engineer or other applicable City staff.

Packets

- The meeting packet is assembled by the Office Manager. The Assistant Community Development Director and Community Development Director must ensure all items are collected and printed prior to assemblage. Hard copy packets are delivered on the Friday prior to the meeting by the Code Enforcement Officer or other City staff member. An electronic copy is posted to the City's website under the appropriate agenda date.

Application Finalization

1. Following the consideration by the Planning Commission, a cover sheet is drafted. The cover sheet template is found in the Planning Commission folder under the current year.
2. The cover sheet and complete site plan package are attached to the property record in BSA.
 - a. Navigate to the correct parcel number.
 - b. Click "Property" in the panel on the left side.
 - c. Click "Add".
 - d. Select "Add New Variance" and click "OK" or type "F".
 - e. Choose the applicable type of application and category.
 - f. Change the status, if applicable.
 - g. Enter the appropriate application date and hearing date.
 - h. Click "Numbering Options" and select "Generate Manually NOT Using the Format". Click "OK".
 - i. Click "Add" and type in the case number.
 - j. Copy and paste the case number and description into "1. Description".
 - k. Copy and paste the approved motion language into "2. Stipulations".
 - l. Once the case has been finalized, change the status.
 - m. Attach the approved meeting minutes by highlighting the case (in the left side panel) and click "Add".
 - n. Any supplemental information should be added as an external document. Preferably, all the documents are bound together in a single PDF and attached.
 - Public hearing notice
 - Affidavit of posting
 - Application
 - Site plan drawings
 - Elevations
 - Site plan review document
 - Administrative review and joint site plan review team's comments
 - Approved meeting minutes
 - Any revisions to the site plan and/or elevations

City Commission Approval

1. The City Commission must also approve rezoning and planned unit development cases. The following information is provided to the City Manager via email for placement on the City Commission's next agenda:
 - a. Administrative review prepared by Community Development Director or Assistant Community Development Director indicating the recommendation made by the Planning Commission regarding the application.
 - b. A copy of the application package.
 - c. A copy of the applicable Planning Commission meeting minutes. (Minutes from the meeting where approval was granted, or public hearing was held.)
 - d. A copy of the Administrative Review and/or Planning Consultant's review.

Appendix A: Site Plan Review Checklist

The following information is on the site plan:		YES	NO	N/A
1.	Correct scale	[]	[]	[]
2.	Name of person preparing plan*	[]	[]	[]
3.	Date, north point	[]	[]	[]
4.	Property line dimension	[]	[]	[]
5.	Street right-of-way widths	[]	[]	[]
6.	Existing utilities (sewer, water, gas, etc.) and easements	[]	[]	[]
7.	Show adjacent property and buildings, including zoning	[]	[]	[]
8.	Existing topography, trees and other features	[]	[]	[]
9.	Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet	[]	[]	[]
10.	On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours	[]	[]	[]
11.	Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)	[]	[]	[]
12.	Number of dwelling units per building	[]	[]	[]
13.	Height of structure	[]	[]	[]
14.	Percent one room apartments (efficiencies)	[]	[]	[]
15.	Total number of rooms if multiple-family	[]	[]	[]
16.	Parking requirements met (See Section 78-720)	[]	[]	[]
17.	Number of units and bedrooms each building	[]	[]	[]
18.	Parking lot layout (showing paved area) including ingress and egress and service area	[]	[]	[]
19.	Parking lot space dimensions	[]	[]	[]
20.	Loading and unloading space	[]	[]	[]
21.	Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.)	[]	[]	[]
22.	Utility connections (sanitary sewer, water, storm sewers)	[]	[]	[]
23.	On-site storm water retention	[]	[]	[]
24.	Fire hydrants within 300 feet (on- and off-site)	[]	[]	[]
25.	Sidewalks and elevations	[]	[]	[]
26.	Sedimentation and erosion control plan	[]	[]	[]
27.	Landscape plan showing plant materials to be used	[]	[]	[]
28.	Sign requirements met	[]	[]	[]
29.	Require walls and fences or greenbelts	[]	[]	[]
30.	Corner clearance	[]	[]	[]
31.	Service drive needed	[]	[]	[]

The following information is on the site plan:		YES	NO	N/A
32.	Acceleration lanes and traffic pattern	[]	[]	[]
33.	Trash receptacle locations including screening type and height	[]	[]	[]
34.	Mailbox locations	[]	[]	[]
35.	Air conditioner unit locations	[]	[]	[]
36.	Special site features (play areas, pools, etc.)	[]	[]	[]
37.	Handicapped facilities	[]	[]	[]
38.	Building elevation drawings	[]	[]	[]

*Where property line surveys, topography, sewer, water or storm drains are shown, the name of the registered engineer or land surveyor preparing such elements of the plan shall be indicated on the plan.

Appendix B: Planned Unit Development Checklist

PUD General Design Standards (from Sec. 78-313)

The PUD meets the following general design standards		YES	NO	N/A
1.	All regulations within the city zoning ordinance applicable to setback, parking and loading, general provisions, and other requirements shall be met in relation to each respective land use in the development based upon zoning districts in which the use is listed as a principal permitted use. In all cases, the strictest provisions shall apply.	[]	[]	[]
2.	Notwithstanding (1) above, deviations with respect to such regulation may be granted as part of the overall approval of the planned unit development, provided there are features or elements demonstrated by the applicant and deemed adequate by the city commission upon the recommendation of the planning commission designed into the project plan for the purpose of achieving the objectives of this section.	[]	[]	[]
3.	The uses proposed will have a beneficial effect, in terms of public health, safety, welfare, or convenience, on present and future potential surrounding land uses.	[]	[]	[]
4.	The uses proposed will not adversely affect the public utility and circulation system, surrounding properties, or the environment.	[]	[]	[]
5.	The public benefit shall be one which could not be achieved under the regulations of the underlying district alone, or that of any other zoning district.	[]	[]	[]
6.	The number and dimensions of off-street parking shall be sufficient to meet the minimum required by the ordinances of the city. However, where warranted by overlapping or shared parking arrangements, the planning commission or city commission may reduce the required number of parking spaces.	[]	[]	[]
7.	All streets and parking areas within the planned unit development shall meet the minimum construction and other requirements of city ordinances, unless modified by city planning commission.	[]	[]	[]
8.	Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property.	[]	[]	[]
9.	Effort shall be used to preserve significant natural, historical, and architectural features and the integrity of the land, including MDEQ regulated and non MDEQ regulated wetlands or floodplains.	[]	[]	[]
10.	Thoroughfare, drainage, and utility design shall meet or exceed the standards otherwise applicable in connection with each of the respective types of uses served.	[]	[]	[]
11.	There shall be underground installation of utilities, including electricity and telephone.	[]	[]	[]
12.	The pedestrian circulation system, and its related walkways and safety paths, shall be separated from vehicular thoroughfares and ways.	[]	[]	[]
13.	Signage, lighting, landscaping, building materials for the exterior of all structure, and other features of the project, shall be designed and completed with the objective of achieving an integrated and controlled development, consistent with the character of the community, surrounding development or developments, and natural features of the area.	[]	[]	[]
14.	Where nonresidential uses adjoin off-site residentially zoned property, noise reduction and visual screening mechanisms such as earthen and/or landscape berms and/or decorative walls, shall be employed in accordance with section 78-206.	[]	[]	[]

The PUD meets the following general design standards		YES	NO	N/A
15.	The proposed density of the planned unit development shall be no greater than that which would be required for each of the component uses (measured by stated acreage allocated to each use) of the development by the district regulations of the underlying zoning district.	[]	[]	[]

Requirements for Preliminary PUD Site Plan Review (from Sec. 78-314)

Applicant is requesting that the Planning Commission review the preliminary and final PUD plans concurrently, rather than as two separately phased applications.		YES	NO	N/A
		[]	[]	[]

The following applicable information has been provided on the site plan:		YES	NO	N/A
1.	The applicant's name	[]	[]	[]
2.	Name of the development	[]	[]	[]
3.	The preparer's name and professional seal of architect, engineer, surveyor or landscape architect indicating license in the state	[]	[]	[]
4.	Date of preparation and any revisions	[]	[]	[]
5.	North arrow	[]	[]	[]
6.	Property lines and dimensions	[]	[]	[]
7.	Complete and current legal description and size of property in acres	[]	[]	[]
8.	Small location sketch of the subject site and area within ½ mile; and scale of no less than one inch equals 1,000 feet	[]	[]	[]
9.	Zoning and current land use of applicant's property and all abutting properties and of properties across any public or private street from the PUD site	[]	[]	[]
10.	Lot lines and all structures on the property and within 100 feet of the PUD property lines	[]	[]	[]
11.	Location of any access points on both sides of the street within 100 feet of the PUD site along streets where access to the PUD is proposed	[]	[]	[]
12.	Existing locations of significant natural, historical, and architectural features, existing drainage patterns, surface water bodies, floodplain areas, MDEQ designated or regulated wetlands with supporting documentation and a tree survey indicating the location and diameter (in inches, measured four feet above grade) trees greater than 12 inches in diameter	[]	[]	[]
13.	Existing and proposed topography at five-foot contour intervals, or two-foot contour intervals (two-foot intervals required for final site plan), and a general description of grades within 100 feet of the site	[]	[]	[]
14.	Dimensions of existing and proposed right-of-way lines, names of abutting public streets, proposed access driveways and parking areas, and existing and proposed pedestrian and/or bicycle paths	[]	[]	[]
15.	Existing buildings, utility services (with sizes), and any public or private easements, noting those which will remain and which are to be removed	[]	[]	[]
16.	Layout and typical dimensions of proposed lots, footprints and dimensions of proposed buildings and structures; uses with the acreage allotted to each use. For residential developments: the number, type and density of proposed housing units	[]	[]	[]

The following applicable information has been provided on the site plan:		YES	NO	N/A
17.	General location and type of landscaping proposed (evergreen, deciduous, berm, etc.) noting existing trees and landscaping to be retained	[]	[]	[]
18.	Size, type and location of proposed identification signs	[]	[]	[]
19.	If a multiphase planned unit development is proposed, identification of the areas included in each phase. For residential uses identify the number, type, and density of proposed housing units within each phase	[]	[]	[]
20.	Any additional graphics or written materials requested by the planning commission or city commission to assist the city in determining the appropriateness of the PUD such as, but not limited to: aerial photography; market studies; impact on public primary and secondary schools and utilities; traffic impacts using trip generation rates recognized by the Institute of Transportation Engineers for an average day and peak hour of the affected roadways; impact on significant natural, historical, and architectural features and drainage; impact on the general area and adjacent property; description of how property could be developed under the regulations of the underlying district; preliminary architectural sketches; and estimated construction cost	[]	[]	[]
21.	An explanation of why the submitted planned unit development plan is superior to a plan which could have been prepared under strict adherence to related sections of this chapter.	[]	[]	[]
22.	A narrative report shall accompany the site plan providing a description of the project, discussing the market concept of the project, and explaining the way the criteria set forth in the preceding design standards has been met.	[]	[]	[]

Requirements of the Final PUD Review Application

The following applicable information has been provided on the site plan:		YES	NO	N/A
1.	Correct scale	[]	[]	[]
2.	Name of person preparing plan – Where property line surveys, topography, sewer, water or storm drains are shown, the name of the registered engineer or land surveyor preparing such elements of the plan shall be indicated on the plan	[]	[]	[]
3.	Date, north point	[]	[]	[]
4.	Property line dimension	[]	[]	[]
5.	Street right-of-way widths	[]	[]	[]
6.	Existing utilities (sewer, water, gas, etc.) and easements	[]	[]	[]
7.	Show adjacent property and buildings	[]	[]	[]
8.	Existing topography, trees and other features	[]	[]	[]
9.	Off-site ground, parking lot, roadway, driveway and/or structure elevations for minimum distance of 50 feet	[]	[]	[]
10.	On-site grid of maximum 100 feet intervals each way (closer where rolling terrain warrants) and minimum 2.0 feet contours	[]	[]	[]
11.	Location of new structures including side and front yard setbacks and building length and width (show a general floor plan)	[]	[]	[]
12.	Number of dwelling units per building	[]	[]	[]
13.	Height of structure	[]	[]	[]
14.	Percent one room apartments (efficiencies)	[]	[]	[]

The following applicable information has been provided on the site plan:		YES	NO	N/A
15.	Total number of rooms if multiple-family	[]	[]	[]
16.	Parking requirements met (See Section 78-720)	[]	[]	[]
17.	Number of units and bedrooms each building	[]	[]	[]
18.	Parking lot layout (showing paved area) including ingress and egress and service area	[]	[]	[]
19.	Parking lot space dimensions	[]	[]	[]
20.	Loading and unloading space	[]	[]	[]
21.	Site grading and drainage plan (on-site elevations for pavements, drives, parking lots, curbs, sidewalks and finish grade at bldg.)	[]	[]	[]
22.	Utility connections (sanitary sewer, water, storm sewers)	[]	[]	[]
23.	On-site storm water retention	[]	[]	[]
24.	Fire hydrants within 300 feet (on- and off-site)	[]	[]	[]
25.	Sidewalks and elevations	[]	[]	[]
26.	Sedimentation and erosion control plan	[]	[]	[]
27.	Landscape plan showing plant materials to be used	[]	[]	[]
28.	Sign requirements met – proposed signage with height, dimensions, location, setbacks, etc.	[]	[]	[]
29.	Require walls and fences or greenbelts	[]	[]	[]
30.	Corner clearance	[]	[]	[]
31.	Service drive needed	[]	[]	[]
32.	Acceleration lanes and traffic pattern	[]	[]	[]
33.	Trash receptacle locations including screening type and height	[]	[]	[]
34.	Mailbox locations	[]	[]	[]
35.	Air conditioner unit locations	[]	[]	[]
36.	Special site features (play areas, pools, etc.)	[]	[]	[]
37.	Handicapped facilities	[]	[]	[]
38.	Building elevation drawings	[]	[]	[]

The following additional information has been included for final PUD review		YES	NO	N/A
1.	A separately delineated specification of all deviations from this chapter which would otherwise be applicable to the uses and development proposed in the absence of this article	[]	[]	[]
2.	A specific schedule of the intended development and construction details, including phasing or timing	[]	[]	[]
3.	A specific schedule of the general improvements to constitute a part of the development, including, without limitation, lighting, signage, the mechanisms designed to reduce noise, utilities, and visual screening features	[]	[]	[]
4.	A specification of the exterior building materials with respect to the structures proposed in the project	[]	[]	[]
5.	Signatures of all parties having an interest in the property	[]	[]	[]

Appendix C: Rezoning Checklist

The following applicable information has been provided:		YES	NO	N/A
1.	A statement indicating such change is necessary for the preservation and enjoyment of a substantial property right because: (state in detail wherein the conditions applicable to this property establish the above statement).	[]	[]	[]
2.	A statement indicating such change will not be materially detrimental to the public welfare nor the property of other persons located in the vicinity thereof because: (state in detail wherein the conditions applicable to this property establish the above statement).	[]	[]	[]
3.	A statement indicating such changes will be advantageous to the governmental unit where rezoning is requested because: (state in detail, with factual support, reasons for the above statement).	[]	[]	[]
4.	A statement indicating such change is needed because the zoned land is not presently available elsewhere in the community or adjacent communities to permit proper location of proposed use: (state in detail).	[]	[]	[]
5.	A plot plan of this property, showing both existing zone boundaries and those proposed.	[]	[]	[]

Appendix D: Public Utilities Checklist

The following information is on the site plan:		YES	NO	N/A
Existing drinking water system				
1.	Water mains (location, size, material)	[]	[]	[]
2.	Water main valves (location, size, manhole structure, D-boxes)	[]	[]	[]
3.	Water taps (location, size)	[]	[]	[]
4.	Water service lines (location, size, material)	[]	[]	[]
5.	Water stop box (location)	[]	[]	[]
6.	Water meter (location, size)	[]	[]	[]
7.	Easement (location, legal description, etc.)	[]	[]	[]
Existing sanitary sewer system				
8.	Sanitary mains (location, size, material, manhole structure)	[]	[]	[]
9.	Sanitary taps (location, size)	[]	[]	[]
10.	Sanitary leads (location, size, material)	[]	[]	[]
11.	Sanitary clean outs (location, size)	[]	[]	[]
12.	Pre-treatment (location, size, etc.)	[]	[]	[]
13.	Easement (location, legal description, etc.)	[]	[]	[]
Existing storm drain system				
14.	Storm drain main (location, size, material, manhole structure)	[]	[]	[]
15.	Storm drain catch basin/inlets (location, size, materials)	[]	[]	[]
16.	Storm leads (location, size, materials)	[]	[]	[]
17.	Storm retention (location, size, materials)	[]	[]	[]
18.	Storm detention (location, size, materials)	[]	[]	[]
19.	Pre-treatment (location, size, materials)	[]	[]	[]
20.	Maintenance agreements (if applicable)	[]	[]	[]
21.	Easement (location, legal description, etc.)	[]	[]	[]
Existing Electrical Service				
22.	Electrical mains	[]	[]	[]
23.	Service – overhead (location, size, etc.)	[]	[]	[]
24.	Service – underground (location, size, etc.)	[]	[]	[]
25.	Electrical meter location	[]	[]	[]
26.	Transformers (location, size)	[]	[]	[]
Existing Natural Gas Service				
27.	Natural gas mains	[]	[]	[]
28.	Service (location, size)	[]	[]	[]
29.	Meter location	[]	[]	[]

The following information is on the site plan:		YES	NO	N/A
Existing Communications/Data Services				
30.	Telephone/cable/internet mains	[]	[]	[]
31.	Telephone/cable/internet services (location, type)	[]	[]	[]
32.	Cell tower location	[]	[]	[]
33.	5G cell site location	[]	[]	[]
Proposed drinking water system				
1.	Water mains (location, size, material)	[]	[]	[]
2.	Water main valves (location, size, manhole structure, D-boxes)	[]	[]	[]
3.	Water taps (location, size)	[]	[]	[]
4.	Water service lines (location, size, material)	[]	[]	[]
5.	Water stop box (location)	[]	[]	[]
6.	Water meter (location, size)	[]	[]	[]
7.	Easement (location, legal description, etc.)	[]	[]	[]
Proposed sanitary sewer system				
8.	Sanitary mains (location, size, material, manhole structure)	[]	[]	[]
9.	Sanitary taps (location, size)	[]	[]	[]
10.	Sanitary leads (location, size, material)	[]	[]	[]
11.	Sanitary clean outs (location, size)	[]	[]	[]
12.	Pre-treatment (location, size, etc.)	[]	[]	[]
13.	Easement (location, legal description, etc.)	[]	[]	[]
Proposed storm drain system				
14.	Storm drain main (location, size, material, manhole structure)	[]	[]	[]
15.	Storm drain catch basin/inlets (location, size, materials)	[]	[]	[]
16.	Storm leads (location, size, materials)	[]	[]	[]
17.	Storm retention (location, size, materials)	[]	[]	[]
18.	Storm detention (location, size, materials)	[]	[]	[]
19.	Pre-treatment (location, size, materials)	[]	[]	[]
20.	Maintenance agreements (if applicable)	[]	[]	[]
21.	Easement (location, legal description, etc.)	[]	[]	[]
Proposed Electrical Service				
22.	Electrical mains	[]	[]	[]
23.	Service – overhead (location, size, etc.)	[]	[]	[]
24.	Service – underground (location, size, etc.)	[]	[]	[]
25.	Electrical meter location	[]	[]	[]
26.	Transformers (location, size)	[]	[]	[]

The following information is on the site plan:		YES	NO	N/A
Proposed Natural Gas Service				
27.	Natural gas mains	[]	[]	[]
28.	Service (location, size)	[]	[]	[]
29.	Meter location	[]	[]	[]
Proposed Communications/Data Services				
30.	Telephone/cable/internet mains	[]	[]	[]
31.	Telephone/cable/internet services (location, type)	[]	[]	[]
32.	Cell tower location	[]	[]	[]
33.	5G cell site location	[]	[]	[]