

WATERFORD TOWNSHIP SITE CONDOMINIUM REVIEW PROCESS

Pick up application packet at Community Planning & Development Department
(Pre-application meeting request form must be submitted for pre-application discussion with a staff planner)

Pre-application meeting (if requested)

Submit application, including the following:
Application Form with all owner signatures
Property Legal Description
Preliminary Plan (12 copies)
Fees

Preliminary Plan Distributed to Building & Engineering for Review

Preliminary Administrative Plan Review

Planning Commission Preliminary Review
(All documents due three weeks before the scheduled
Planning Commission meeting)

Denial

If Applicant desires to submit
new preliminary plan

Approval

Conditional Approval

Applicant Revises Plans in accordance with
conditions set by the Planning Commission

Applicant to submit the following:
Copy of the proposed master deed/by-laws
Site Plan, Preliminary Engineering Plan, Landscape Plan,
Building Elevation Plan, Tree Survey (15 copies)

Site Plan Review Fees Assessed by Community Planning & Development and Building & Engineering

Applicant Pays Fee

Plan to go through Steps of the Waterford
Township Site Plan Review Process

Engineering Plan Approval

Applicant Applies for Building Permits

Construction Phase