

CITY OF WIXOM
DEPARTMENT OF PUBLIC SERVICES
49045 Pontiac Trail
Wixom, Michigan 48393
(248) 624-0880

APPLICATION FOR SITE PLAN APPROVAL

SITE PLAN REVIEW NO. (SPR): _____ DATE: _____ RECEIVED/CHECKED BY: _____

I (WE) the undersigned, do hereby make application to the Planning Commission for approval of the attached Site Plan which has been drawn in accordance with Title 18 of the Wixom City Code.

REQUIREMENTS FOR SITE PLAN SUBMISSION

ALL PLANS MUST BE FOLDED 8½ x 11 LETTER SIZE - ENGINEERS/ARCHITECTS SEAL UP

Eight (8) Copies of the Site Plan

Required Site Plan Fee Amount \$ _____ PAID

Two (2) Copies: Tree Survey;

Plus Two (2) Copies Superimposed on the plan grading

Required Tree Survey Fee Amount \$ _____ PAID

Eight (8) Copies of Landscape Plan/Open Space Plan

Required Landscape Plan/Open Space Plan fee Amount \$ _____ PAID

Two (2) Copies: Wetland and Watercourse Survey Required

Wetland and Watercourse fee: Amount \$ _____ PAID

One (1) Reduced Copy of Site Plan (8½ X 11)

PROOF OF OWNERSHIP: Title Insurance; Purchase Agreement; Names of the Principal Owners

Involved in any Corporation, Partnership, etc.

Applicable Sections of Zoning Ordinance

HAZARDOUS SUBSTANCES FORM

SITE CHARACTERISTICS

Subject Property Address: _____

Subdivision and Lot # (if applicable): _____

Sidwell/Tax I.D.: _____ Zoning District: _____

General Location of Site: _____

Proposed Use of Property: _____

Sq. Footage of Site: _____ Bldg. Sq. Footage/ # of Units: _____ Proposed # of Employees: _____

The Property Is Owned by:

Name: _____

Name: _____

Address: _____

Address: _____

City/State: _____ Zip: _____

City/State: _____ Zip: _____

Phone: _____

Phone: _____

Owner Signature: _____

Owner Signature: _____

Applicant

Name: _____ Address: _____

City/State: _____ Zip: _____ Phone: _____

Applicants interest in property (if other than the owner): _____ Fax: _____

Signature of Applicant: _____

ACTION BY PLANNING COMMISSION: APPROVED: _____ DENIED: _____

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APPLICATION FOR REVIEW OF LANDSCAPING

DATE: _____

PROJECT NAME: _____ SPR #: _____
(OFFICE USE ONLY)
FEE: _____

1.) Applicant's Name: _____

Complete mailing address of applicant: _____

Telephone number during business hours: _____ Home: _____

Office: _____

2.) Applicant's Agent (Landscape Architect or Site Planner): _____

Telephone number during business hours: _____ Home: _____

Office: _____

3.) Is, Applicant the owner of the described property? Yes: _____ No: _____

If No, Explain Relationship & Attach Letter of Authorization

Owner's Name and Address: _____

Owner's Telephone No.: _____

4.) Location of Proposed Project: _____

Section and tax parcel number: _____

Acreage of Parcel: _____

5.) Date Planting and site improvements are anticipated to be completed _____

6.) The following information must be submitted with this application:

- a.) Eight (8) sets of site plans sealed by a licensed architect, drawn to scale showing all ground level improvements such as parking areas, walkways, drainage ways, water features, utility locations, outdoor lighting and all site features shown on the site plan as required for site plan review.
- b.) Landscape planting plans showing location and size of all plant materials proposed to be utilized. Plant material shall be identified by common and botanical names.
- c.) Existing trees to be retained shown in relationship to new plantings.
- d.) Proposed grades of developed areas as related to existing trees to be preserved.
- e.) Location of existing wetlands if present on the site.
- f.) A planting detail for shrubs, deciduous and evergreen tree shall be provided.
- g.) Landscape (planting, open space, greenbelt) Application Fee. (see Schedule of Site Plan, Subdivision and Engineering Review Fees of fees).

CITY OF WIXOM LANDSCAPE PLAN
REVIEW CHECKLIST
SPR # _____

	YES	NO	N/A
Minimum 10' landscape strip for parking lots visible from public ROW (20' for Industrial or IRO zoning)			
One tree/40' or fraction thereof of street frontage of parking			
PARKING LOTS OF 5,000 SF OR GREATER:			
A. 1 sf of landscape area/15 sf of parking lot area			
B. Interior landscaped areas are at least 150 sf			
C. Trees located in a manner to break up expanse of parking			
D. One deciduous tree/100 sf of required interior landscaped area			
Parking lots greater than 5,000 sf, but less than 10,000 sf shall have interior landscaping located within or around it's perimeter			
PARKING LOTS OF OFFICE, COMMERCIAL OR INDUSTRIAL ADJACENT TO PUBLIC PARK OR RESIDENTIAL ZONES:			
A. Minimum 15' landscaped area			
B. One tree/30' or fraction of abutting land			
C. A hedge, berm or combination forming a continuous screen minimum 4' in height			
Plants permitted by the Zoning Ordinance?			
Minimum sizes met? (Large deciduous trees 2 ½" to 3", small deciduous trees 1 ½", scrubs 30", evergreen trees 8', narrow evergreen 5')			
Minimum spacing met? (Large deciduous trees 30' o.c. max., small deciduous trees 15' o.c. max, shrubs 4' max., evergreen trees 12' o.c. in rows or 20' o.c. max. in informal groups)			
Mixture of plants provided?			
Aesthetically pleasing?			

SUGGESTIONS: _____

WIXOM FIRE DEPARTMENT HAZARDOUS CHEMICAL SURVEY

Business Name _____

Business License # _____

Business Address: _____

This location is used for (check all that apply:)

Chemical production Chemical use Chemical storage Other

Hazardous materials reporting requirements.

The Michigan Occupational Safety and Health Act (MIOSHA), Act no 154 of the Public Acts of 1974, as amended, the Michigan Fire Prevention Code, Act No 207, P.A. of 1941 as amended requires that Fire Chiefs collect the following information for dissemination to Fire Fighting personnel:

Please complete quantity amounts based on the MAXIMUM quantity the above location would have on site at any one time

Chem Class	Chemical type	Specified unit amount	Quantity at or above specified unit amount	Do not have
1	Explosives & Blasting Agent (not class C)	List quantity _____		<input type="checkbox"/>
2	Poison Gas	List quantity _____		<input type="checkbox"/>
	Flammable Gas	100 gal. & over <input type="checkbox"/>	Under 100 gal. <input type="checkbox"/>	<input type="checkbox"/>
	Non- Flammable Gas	100 gal. & over <input type="checkbox"/>	Under 100 gal. <input type="checkbox"/>	<input type="checkbox"/>
3	Flammable Liquids	1,000 gal. & over <input type="checkbox"/>	Under 1,000 gal <input type="checkbox"/>	<input type="checkbox"/>
	Combustible Liquid	10,000 gal. & over <input type="checkbox"/>	Under 10,000 gal <input type="checkbox"/>	<input type="checkbox"/>
4	Flammable Solid (Dangerous when wet)	100 lbs & over <input type="checkbox"/>	Under 100 lbs <input type="checkbox"/>	<input type="checkbox"/>
	Flammable Solid	500 lbs & over <input type="checkbox"/>	Under 500 lbs <input type="checkbox"/>	<input type="checkbox"/>
	Spontaneously Combustible Material	100 lbs & over <input type="checkbox"/>	Under 100 lbs <input type="checkbox"/>	<input type="checkbox"/>
5	Oxidizer	500 lbs & over <input type="checkbox"/>	Under 500 Lbs <input type="checkbox"/>	<input type="checkbox"/>
	Organic Peroxide	1,000 gal. & over <input type="checkbox"/>	Under 1,000 gal. <input type="checkbox"/>	<input type="checkbox"/>
6	Poison	500 lbs & over <input type="checkbox"/>	Under 500 lbs <input type="checkbox"/>	<input type="checkbox"/>
	Irritating Material: Liquid	1,000 gal. & over <input type="checkbox"/>	Under 1,000 gal <input type="checkbox"/>	<input type="checkbox"/>
	Irritating Material: Solid	500 lbs & over <input type="checkbox"/>	Under 500 lbs <input type="checkbox"/>	<input type="checkbox"/>
7	Radioactive Material	List quantity _____		<input type="checkbox"/>
8	Corrosives: Liquid	1,000 gal & over <input type="checkbox"/>	Under 1,000 gal <input type="checkbox"/>	<input type="checkbox"/>
	Corrosives: Solid	500 lbs & over <input type="checkbox"/>	Under 500 lbs <input type="checkbox"/>	<input type="checkbox"/>
Misc	Known Human Carcinogen	List quantity _____		<input type="checkbox"/>
	Controlled Drugs	List quantity _____		<input type="checkbox"/>

To assist with completion of this form, Hazardous Chemical Definitions are listed on the reverse of this form.

Hazardous Chemical Definitions

Carcinogen: A chemical considered to be carcinogenic if:

1. It has been evaluated by the International Agency for Research on Cancer (IARC) and found to be a carcinogen or potential carcinogen, or
2. It is listed as a carcinogen or potential carcinogen in the Annual Report on Carcinogens published by the National Toxicology Program (NTP) – latest edition, or
3. It is regulated by OSHA as a carcinogen

Combustible Liquid: Any liquid having a flashpoint at or above 100° F (37.8° C) but below 300° F (93.9° C) except any mixture having components with flashpoints of 200° F, or higher, the total volume of which make up to 99% or more of the volume of the mixture.

Corrosives – Liquid and Solid: Any liquid or solid that causes visible destruction or irreversible damage to human skin tissue. Any liquid that has a severe corrosion rate on steel.

Explosives and Blasting Agents: (not including Class C explosives)

Explosive: any chemical that causes a sudden, almost instantaneous release of pressure, gas, and heat when subjected to sudden shock, pressure or high temperature.

Blasting Agent: any material designed for blasting. It must be so insensitive that there is very little probability of either accidental explosion, or the product going from a dormant state to detonation.

Flammable Liquid: Any liquid having a flash point below 100° F (37.8° C), except any mixture having component with flashpoints 100° F (37.8° C) or higher, the total of which makes up more than 99% of the total volume of the mixture.

Flammable Gas: A gas that can burn with the evolution of heat and flame. Flammable compressed gas is any compressed gas of which either:
the mixture is 13% or less by volume and is flammable, or
the flammable range with air is under 12%

Flammable Solid (Dangerous when wet): Water reactive material, including sludges and pastes which react with water by igniting or giving off dangerous quantities of flammable or toxic gases

Irritating Material – Liquid and/or Solid: A liquid or solid substance which upon contact with fire or air gives off dangerous or intensely irritating fumes

Non Flammable Gas: Any compressed gas other than a flammable compressed gas

Organic Peroxide: An organic compound that contains the bivalent -O-O structure and which may be considered to be a structural derivative of hydrogen peroxide where one or both of the hydrogen atoms has been replaced by an organic radical.

Oxidizer: A chemical that initiates or promotes combustion in other materials, thereby causing fire either of itself, or through the release of oxygen or other gases. Eg. Chlorate, permanganate

Poison: Less dangerous poisons – toxic: Substances, liquid or solids (incl. pastes & semi solids) so toxic to man that they are a hazard to health during transportation

Poison Gas: Extremely dangerous poisons - highly toxic: Poisonous liquids or gasses: a very small amount of the gas, or vapor of the liquid when mixed with air is dangerous to life.

Radioactive Material: Any material, or combination of materials which spontaneously give off ionizing radiation

Spontaneously Combustible Material (Solid) A solid substance (including sludges and pastes) which may undergo spontaneous heating or self burning under normal transportation conditions. These materials may increase in temperature and ignite when exposed to air.

New Business Opening

Federal Regulations 40 CFR 403.8 (f) (2) and (ii) , required wastewater treatment plants to identify and locate all possible Industrial Users who may be subject to Industrial Pretreatment Program guidelines. To fulfill this requirement, we review wastewater accounts and new business license holders in the City of Wixom to identify Non-Domestic Sewer Users that may discharge industrial wastewater to the sanitary sewer. Some of the primary metals of concern include mercury, molybdenum, nickel and zinc.

Business Name : _____

Type of Business : _____

Contact Person : _____

Street Address : _____

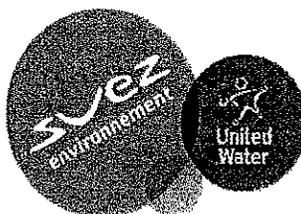
Phone Number : _____

Fax Number : _____

The yes or no answers to this short list of questions will determine if an industrial survey is required:

1. Does the business use water in a commercial or manufacturing process?
2. Will the business discharge non-domestic wastewater to the sanitary sewage system?
3. Will the business use a cooling tower?

If you answer yes to any of the above questions, you will need to complete an industrial survey of the planned water and or wastewater uses. United Water will contact you or you may contact us at 248-960-0870.



Security

Rapid Entry System

Instant fire department access without damaging the door or building

The GE Security Rapid Entry System is designed to help fire departments and businesses work together to preserve lives and property. It eliminates the need for fire department officials to maintain and carry cumbersome key rings with hundreds of building keys.

Here's how the GE Rapid Entry System works:

1. The building owner purchases the Lock Box of his choice and mounts it securely near the entrance. Fire department officials lock the building keys in the Lock Box.
2. To ensure system security, GE Security has developed a flexible program for shipping Lock Boxes directly to building owners. Special security keys are supplied only to authorized fire department officials.
3. When a fire alarm sounds at night or on the weekend, the fire department has instant access to the building. Access is fast, easy and safe without the need for the building owner or tenant to drive to the site after hours.

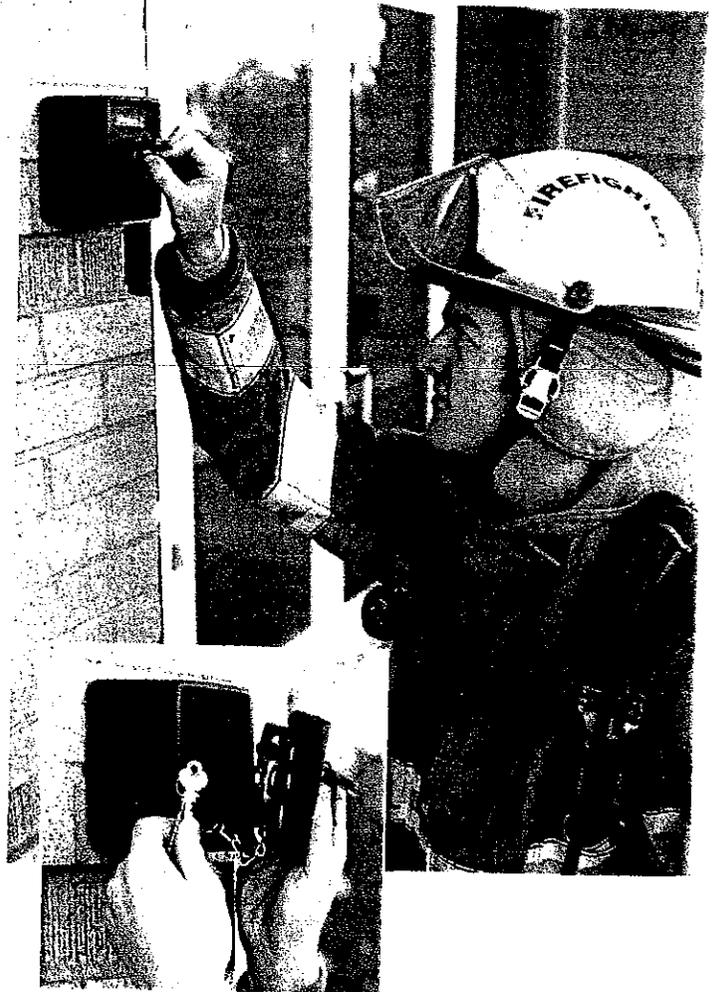
GE Security - a name you can trust:

Safe and secure. Keys that open the Lock Boxes are provided exclusively by GE Security. Our SupraSafe 2 High Security units are UL certified antitheft devices. All SupraSafes are steel construction with locking systems designed to withstand attack. Optional tamper switches can be integrated with a building's alarm system.

The SupraSafe line offers a variety of sizes, styles and features. Building owners can custom-tailor a Rapid Entry System to meet their needs.

Toll-free product support. You have the resources of the world's largest lock box manufacturer and the backing of GE Security.

Help for the fire department. Protect property and reduce injuries; avoid the expense of replacing a costly door or window due to unnecessary forced entry.



Costly damage of forcible entry is eliminated when building keys are stored securely near entrances.

For more information call 800-545-7402

For pricing and availability in Canada 800-267-6317



imagination at work

Chapter 5.04, Business Licenses Generally, of Title 5, Business Licenses and Regulations, of the Code of Ordinances for the City of Wixom, repealed in its entirety, and replaced with a new Chapter 5.04, "Business Licenses Generally."

"Business" means any trade, occupation, profession, work, commerce or other activity owned or operated for a profit by any person within the City, unless otherwise licensed as a peddler, solicitor and canvasser by the City.

"City" means the City of Wixom.

5.04.040 LICENSE REQUIREMENTS.

No person may commence or continue a business, as defined herein, within the City without having first obtained a City license therefore as provided in this Chapter and without maintaining such license in current effect during any business operation or activity.

5.04.050 PROCUREMENT PROCEDURE.

Before a license to commence or continue a business shall be issued, the owner or operator thereof shall first obtain application approval from the city clerk. A fee shall accompany the application as set forth from time to time by resolution of City Council. The fee shall be prorated for the initial license year based upon the length of time remaining in that particular inspection/review zone, as established by the City of Wixom Fire Department. Upon receipt of a properly completed application or renewal, and upon payment of the fee, and positive review by City departments (including police, fire, building, finance, public works, water & sewer, etc.), the Licensing Agent shall issue a license to the person(s) to commence or continue the business designated in the application. The Licensing Agent, or his or her designee, shall have the right of inspection of the business premises to assure compliance with this Chapter. No license fee paid to the Licensing Agent shall be returned to the applicant, in whole or in part, for any reason. The license year shall be designated for each property depending upon which inspection/review zone that property lies within, as set by the City of Wixom Fire Department. The license holder shall be notified in writing of the subject zone and renewal date upon issuance of the license.

5.04.080 LICENSE NONTRANSFERABLE.

No license may be transferred by the holder to any other person or any other business location.

5.04.090 COMPLIANCE.

A. No license shall be issued or renewed to any existing or proposed business or person unless he/she has complied with all of the provisions of this Chapter and with all of the provisions of all other federal, state and local laws, provisions of other ordinances, and rules and regulations applicable to the business, and the same is in full compliance with the zoning ordinance as deemed by the Licensing Agent.

B. No license shall be used or renewed to any applicant whose business use, either alone or in combination with other businesses on the same property, violates any terms of the site plan governing the property. Any business which expands operations beyond its existing site plans, subdivides its business premises or sublets its business facilities shall be subject to a site plan review, unless waived by the building and fire departments, and shall comply with any additional site plan requirements as mandated by the City zoning ordinance before a business license or renewal thereof is granted.

C. A license is required for every business entity within the City and for each business entity on a singular property. Each business or person which occupies a site, whether alone or jointly, shall secure a license as set forth in this Chapter. Any business entity conducting multiple operations within the City on noncontiguous lots or parcels shall obtain a license for each site. No business license shall be issued to any business utilizing a street address which has not been approved by state or local authorities.

D. Any person or entity serving as landlord to any other person or entity operating a business within the City shall be responsible for the business licensing compliance of its tenants.

5.04.100 SUSPENSION AND REVOCATION.

5.04.110 LICENSE RENEWAL

Unless otherwise provided in this Chapter, an application for renewal of a license shall be considered in the same manner as an original application.

WHEREAS, Section 5.04.050 of the Code of Ordinances for the City of Wixom grants authority to the Wixom City Council to set by resolution application fees associated with the Business License Program.

Business License Fee Schedule

Business Size *	Fee
Home Business (no inspection required)	\$ 39.00
Less than or Equal to 5,000 Square Feet	\$ 64.00
5,001 – 50,000 Square Feet	\$ 89.00
50,001 – 100,000 Square Feet	\$139.00
100,001 – 200,000 Square Feet	\$164.00
Greater than 200,000 Square Feet	\$239.00 + \$5.00/Additional 10,000 Square Feet
Re-inspection, after two unresolved attempts	\$ 15.00

* Business square footage provided by the City of Wixom Assessing Department.

HAZARDOUS CHEMICAL SURVEY ORDINANCE

8.12.060 Hazardous chemicals survey-- Required.

- A. The fire chief shall promulgate and make available a hazardous chemicals survey form to be utilized in accordance with this section.
- B. All developers of property, all businesses or all employers shall complete and file with the city a hazardous chemical survey:
 1. Upon submission of a preliminary site plan for the development of any property within the city;
 2. With the filing of any business license form required by the city;
 3. Upon any change of use or occupancy of a structure or premises within the city;
 4. Upon request of the fire chief pursuant to Section 8.12.070.

(Ord. 146 § 7.01, 1989)

8.12.070 Hazardous chemicals survey-- Material safety data sheets.

Upon written request of the fire chief, an employer within the city shall, within ten working days, provide a completed hazardous chemical survey to the fire chief, and for hazardous chemical quantities meeting or exceeding the threshold requirements stated in Section 8.12.140, shall provide the list required to be prepared pursuant to 29 CFR 1910.1200, Section 14a, of the Michigan Occupational Safety and Health Act, MCL 408.1014a; MSA 17.50(14a), and Section 5p of Act 207 of the Public Acts of 1941, as amended, MCL 29.5p; MSA 4.559 (5p), and, when requested, a material safety data sheet for each hazardous chemical identified on the list.

(Ord. 146 § 5.01, 1989)

8.12.080 Quantity and location of hazardous chemicals.

Upon written request of the fire chief, an employer within the city shall, within ten working days, provide a description of the quantity and location (by floor plan or diagram) of any hazardous chemicals specified by the fire chief after review of the lists provided under Section 8.12.070. Reporting of quantities shall include the maximum quantities expected at any given time. Upon request, the fire chief may extend the period for providing the information described in this section by an additional five working days. The requirement for this information may be satisfied in conjunction with the filing of the completed hazardous chemicals survey as provided in Section 8.12.060. Pursuant to Section 5p of the Michigan Fire Prevention Code, MCL 29.5p, MSA 4.559(5p), information obtained by the fire chief under Sections 8.12.070 and 8.12.080 of this chapter may be made available to a public official, agency or employee, but is exempt from disclosure under the Freedom of Information Act, as amended, MCL 15.231, et seq.; MSA 4.180 (1), et seq.

(Ord. 146 § 6.01, 1989)

8.12.090 Updating of information.

A person subject to Sections 8.12.060, 8.12.070 and 8.12.080 shall provide the fire chief a written update of the information required by those sections when there is a change in the quantity, location or presence of hazardous chemicals in the workplace, or any other of the information required to be transmitted under those sections.

(Ord. 146 § 8.01, 1989)

8.12.100 Outdoor storage.

The outdoor storage of hazardous chemicals is prohibited except in product-tight containers, recognized and accepted in accordance with federal and state standards, which are protected from weather, leakage, accidental damage and vandalism. No outdoor storage shall be permitted in violation of the city Zoning Ordinance. No indoor storage shall be permitted in violation of the state Construction Code or the city Fire Prevention Code.

ALARM REGISTRATION ORDINANCE

8.28.040 False alarms.

A. Regulations.

1. No person or entity shall install or operate an alarm system in the city unless the alarm system is installed by a licensed alarm system contractor or the owner or occupant of a residence in his or her own residence.
2. No person shall operate an alarm system on property within the city unless and until the alarm system has been registered with the city police department. Failure to register shall result in a fee of one hundred dollars in addition to those fees set forth in subsection B of this section.
3. Alarm systems employing audible signals shall be equipped with shut-off devices that automatically silence the audible signal after fifteen minutes.
4. Any alarm company shall diligently attempt to make telephone contact with the alarm site whenever an alarm is activated. Attempted verification of an emergency and the type of emergency shall occur prior to the alarm company notifying the city police department or city fire department.
5. No alarm system when activated shall be permitted to connect with the communication facility of the city police or fire departments by means of the city departments' telephone system.
6. A company which monitors an alarm system in the city, or any other person or entity who monitors an alarm system in the city, shall register such alarm system with the city by providing the following information to the city police and fire departments:
 - a. The type of alarm system;
 - b. The location of the alarm system in the building or other structure;
 - c. The easiest and safest method of access to that alarm system;
 - d. The name of the person or entity responsible for monitoring the alarm system; and
 - e. A local telephone number or a toll-free number by which the alarm system representative can be reached twenty-four hours a day. If this telephone number changes, the representative shall immediately notify the city police and fire departments. Should any person or entity operating an alarm system within the city fail to register such system with the city, and the city is required to render emergency assistance in response to a third false alarm of that system within any calendar year, the false alarm fees set forth below shall be doubled.

B. Fees.

Any person or entity utilizing an alarm system which causes false alarms that occur more frequently than three times in a calendar year, commencing anew on January 1st of each and every year, shall be subject to the following fines:

TABLE INSET:

First false alarm beyond yearly allowance	\$75.00
Second false alarm beyond yearly allowance	100.00
Third false alarm beyond yearly allowance	150.00
Fourth false alarm beyond yearly allowance	250.00
Fifth or more false alarm beyond yearly allowance	500.00

ALARM REGISTRATION ORDINANCE (cont.)

C. Notification Procedure.

The city will mail an alarm notification form to an alarm user following an extraordinary response to a false alarm. The alarm user shall return the completed form to the city police/fire department within ten days of receipt. Failure of the alarm user to return the form shall cause an automatic billing of the false alarm fee to be sent to the alarm user.

If the alarm user wants to request a waiver of the assessed costs due to extenuating circumstances, the alarm user may do so in writing with ten days of the notice of the assessment. The writing shall contain documentation of the extenuating circumstances involved. Within ten days of the receipt of the waiver request, the director of public safety or his/her designee shall make a final determination of the waiver request and notify the alarm user of the decision.