



Pre- Development Site Plan Review Checklist for Applicants

Prior to the beginning of any development process in the City, applicants are encouraged to meet with City staff for a conceptual review meeting. This meeting can help promote a smooth approval process once a formal application is submitted. In order to request a conceptual review meeting, please reach out to our Zoning Administrator, John Wallace at 231-519-5720 or email: Zoning@cityofwhitecloud.org.

In order to make the best use, the following should be known or available:

	Location
	Existing Use
	Intended Development (residential, retail, manufacturing, etc.)
	Preliminary sketches (hand drawn are sufficient)
	Surrounding Land Uses

At the meeting, the Zoning Administrator will cover the following:

	Review the proposed use for general conformance with existing zoning
	Provide initial feedback on design (if applicable)
	Identify the correct process (site plan review, special land use, variance, etc.)
	Cover potential options for incentives through local, county, or state programs.
	Answer any additional questions you may have pertaining to development in the City of White Cloud.