



GRAND HAVEN CHARTER TOWNSHIP

PLATTED LOT DIVISION APPLICATION

Application Type	Fee	Escrow*
Platted Lot Division	\$125	\$300

Applicant Information

Name (as listed on Deed) _____
 Phone _____ Fax _____
 Address _____
 Email Address _____

Owner Information (If different from applicant)

Name _____
 Phone _____ Fax _____
 Address _____

Property Information

Address/Location _____
 Current Zoning _____ Master-Planned Zoning _____
 Parent Parcel Number 70 - - - - Size (acres) _____
 Legal Description of Parent Parcel (attach extra sheets if needed) _____

Other Information

Total Number of New Parcels Requested (parent parcel + splits) _____
 Intended Use of Property (residential, commercial, etc.) _____

Each Parcel Created by this Division will be provided with Public Access as follows (check one):

- () Each Parcel will have _____ Feet of Frontage on an **existing** public roadway
- () Each Parcel will have _____ Feet of Frontage on a **new** public roadway

Proposed Road Name _____
 Legal Description of Proposed Access by a New Roadway (attach extra sheets if needed) _____

Will any of the New Parcel(s) be Serviced by Municipal Water? _____
 () Yes, the Service Line(s) will be Located (indicate on map) _____
 () No

Legal Description for Each Proposed New Parcel (attach extra sheets if needed) _____

Required Application Materials

1. Survey, sealed by a professional surveyor, which includes the following information:
 - a. Lot Boundaries
 - b. Proposed Division(s), including Dimensions
 - c. Any Existing Improvements (*buildings, wells, septic, driveways, etc.*)
 - d. Distance of Buildings from Lot Lines
 - e. Means of Access to the Property
 - f. Existing and Proposed Road Rights-of-Way
 - g. Easements of Public Utilities (*from each parcel to existing public utility facilities*)
 - h. Municipal Water and/or Sewer Services (*if available*)
2. History of Previous Splits of the Parent Parcel (*note: no lot may be divided more than four times*)
3. Indication of Approval, or Permit, from the Ottawa County Road Commission, Michigan Department of Transportation, or Respective Township Private Road Administrator, for each Proposed New Roadway.
4. Evidence of all Interest of Ownership or Land Contract.
5. Narrative Describing Compliance with Section 4.10 of the Grand Haven Charter Township Subdivision Control Ordinance.

AFFIDAVIT AND RELEASE FORM

The undersigned has applied for a Platted Lot Division. The undersigned hereby grants permission for municipal, county, and state officials to enter the property for inspections. The undersigned agrees the statements made above are true, and if found not to be true this application and any approval will be void. Further, the undersigned understands this is only a parcel division which conveys only certain rights under the applicable local Subdivision Control Ordinance, the local Zoning Ordinance, and the State Land Division Act (*formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1966, amended by P.A. 87 of 1997), MCL 560.101, et.seq.*) and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights. Further even, if this division is approved the undersigned understands the zoning, local ordinances, and State Acts change from time-to-time, and if changed the divisions made herein must comply with the new requirements (*apply for division approval again*) unless deeds, land contracts, leases, or surveys representing the approved divisions are recorded with the Register of Deeds, or the division is built upon before the changes are made to the laws.

I hereby attest the information on this application is, to the best of my knowledge, true and accurate.

Applicant's Signature

Date

Owner's Signature (if different from applicant)

Date

Property Address

** To cover cost of legal and consulting fees, may be increased as necessary*

For Office Use Only

Date Received _____

Fee Paid? _____

ACTION TAKEN BY PLANNING COMMISSION

() Application approved
Number of Divisions Requested _____
Number of Divisions Approved _____
Conditions of Approval, if any _____

() Application Denied. Reasons (*cite §*) _____

Signature of Planning Commission Chair

Date

ACTION TAKEN BY TOWNSHIP BOARD

() Application approved
Number of Divisions Requested _____
Number of Divisions Approved _____
Conditions of Approval, if any _____

() Application Denied. Reasons (*cite §*) _____

Signature of Township Supervisor

Date

14.03410 Sec. 4.10 LOTS

All lots within a plat shall be designed and laid out as follows.

1. Conform to Zoning. The lot width, depth, and area shall not be less than required by the Zoning Ordinance for the zone in which the plat is located, except where outlots are provided for some permitted purpose.
2. Lot Lines. Side lot lines shall be as close to right angles to straight streets and radial to curved streets as practical.
3. Depth Related to Width. The lot depth shall not exceed four times the lot width. An exception to this limitation may be granted by the Township Board on recommendation from the Planning Commission, based upon a consideration of the following factors:
 - A. The topographical conditions of the lot;
 - B. The physical conditions of the lot; and
 - C. The compatibility of the lot with surrounding land.
4. Uninhabitable Areas. Lands in the flood plain or otherwise deemed by the Township Board, on recommendation from the Planning Commission, to be uninhabitable shall not be platted for residential purposes, for any use which may increase the flood hazard, or for any use that may increase the danger to health, life, or property. Such land within a subdivision shall be set aside for other uses, such as parks or other open space.
5. Outlot. Any restrictions on the use of outlots shall be submitted to the Township Board for review and approval and shall be recorded at the time that the plat is recorded.
6. Back-Up Lots. Lots shall back into such features as limited access highways, shopping centers, or industrial properties; unless a secondary access is provided. Such lots shall contain a landscaped easement along the rear lot line, at least twenty (20) feet wide, to restrict access, to minimize noise and to protect outdoor living areas. Lots extending through a block and having frontage on two subdivision streets are prohibited.
7. Lot Division.
 - A. Prohibition of Division. No lot, outlot or other parcel of land located in a recorded plat shall be further partitioned or divided unless such partition or division is first approved by the Township Board, after review and consideration by the Planning Commission. No lot,

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SUBDIVISION CONTROL ORDINANCE

outlot or other parcel of land located in a recorded plat shall be further partitioned or divided into more than four parts.

- B. Application for Permission. Any proprietor who desires to partition or divide a lot, outlot or other parcel of land located in a recorded plat shall first make application to the Township Board in writing on such application form or forms as shall be provided by the Township. The application shall be filed with the Township and shall include a detailed statement of the reasons for the requested partition or division and a sketch map or maps prepared in scale showing the proposed division or partition and all adjoining lots, streets and parcels of land.
 - C. Building Permit No building permit shall be issued to any proprietor or any other person, firm, association, or corporation with reference to the lot, outlot or other parcel of land which is to be divided unless the partition or division shall first have been approved by the Township Board.
 - D. Conditions. In granting its approval for any such requested division or partition, the Township Board may condition its approval with such reasonable conditions as shall be deemed desirable by the Township Board and which are in accordance with the purposes of the Land Division Act.
8. Frontage. All lots shall front upon a public street. Private roads shall be prohibited unless approved pursuant to Section 4.2.1 above.