



Application for Land Division

3275 Central Blvd., Hudsonville, Michigan 49426-1450, 616.669.0200 fax 616.669.2330

An application for land division or combination shall be submitted to the City for review by the Assessor and the Zoning Director.

Approval of a division of land is required before it is sold, when the new parcel is less than 40 acres and not just a property line adjustment. **You MUST answer all questions and include all attachments.**

This form is designed to comply with applicable local zoning, land division ordinance and §109 of the Michigan Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996). MCL 560.101, et. seq.) It does not purport, however, to meet all issues that a local unit may want to address.

GENERAL INFORMATION:

Date: _____ Application Number: **LD** - _____

Base Fee: **\$100** (per new parcel) plus engineering, legal, and other professional costs if applicable.

PPN: _____

APPLICANT: _____

Address: _____

Telephone: _____ Email Address: _____

OWNER OF PROPERTY (if different than applicant): _____

Address: _____

Telephone: _____ Email Address: _____

1. **LOCATION of Parent Parcel to be divided:**

Address: _____

Parent Parcel Number: 70-_____

Legal description of Parent Parcel: (attach extra sheets if needed).

2. **PROPOSAL: Describe the division(s) being proposed:**

A. Number of New Parcels: _____

B. Intended use (residential, commercial, etc.) _____

C. The division of the parcel provides access to an existing public road by: (check one)

_____ Each new division has frontage on an existing public road.

_____ A new public road, proposed road name: _____
(Road name cannot duplicate an existing road name)

_____ A new private road or easement, proposed road name: _____
(Road name cannot duplicate an existing road name)

_____ A recorded easement (driveway)

2A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway (attach extra sheets if needed)

2B. Write here, or attach, a legal description for each proposed new parcel (attach extra sheets if needed :)

3A. **FUTURE DIVISION** that might be allowed but not included in this application?

3B. The number of Future division(s) being transferred from the Parent Parcel to another?

(If a roadway maintenance agreement is required, **provide** a copy of that Agreement.)

4. **DEVELOPMENT SITE LIMITS:** Check each that represents a condition that exists on the Parent Parcel. Any part of the parcel:

- _____ includes a wetland.
- _____ is within a flood plain.
- _____ includes slopes more than twenty-five percent (a 1:4 pitch or 14° angle) or steeper.
- _____ is on muck soils or soils known to have severe limitations or on site sewage systems.
- _____ is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

5. **ATTACHMENTS** (all attachments must be included). Letter each attachment as shown here.

- _____ A. 1. A survey, sealed by a professional surveyor drawn to a standard engineering scale of 1"=40' for property totaling up to three (3) acres and at least 1"=100' for property totaling three (3) acres or more; **OR**
2. A map/drawing drawn to the above mentioned standard engineering scale of the proposed division(s) of Parent Parcel and the forty-five (45) day time limit is waived.

Signature: _____

The survey or map must show:

- (1) boundaries (as of March 31, 1997), and
 - (2) all previous divisions made after March 31, 1997, (indicate when made or none), and
 - (3) the proposed division(s), and
 - (4) dimensions of the proposed divisions, and
 - (5) existing and proposed road/easement rights-of-way, and
 - (6) easements for public utilities from each parcel to existing public utility facilities,
 - (7) any existing improvements (buildings, utilities, wells, septic system, driveways, etc)
 - (8) any of the features checked in question number 4.
- _____ B. A soil evaluation or septic system permit **for each proposed parcel** prepared by the Ottawa County Health Department or a statement that each proposed parcel will be serviced by a public sewer system.
 - _____ C. An evaluation/indication that approval will occur, or a well permit for potable water **for each proposed parcel** prepared by the Ottawa County Health Department, or each proposed parcel is serviced by a public water system.

- _____ D. Indication of approval, or permit from County Road Commission, MDOT, or respective city street administrator, for each proposed new road, ingress/egress easement or shared driveway.
 - _____ E. A copy of any transferred division rights (§109(4) of the Act) in the Parent Parcel.
 - _____ F. Other attachments provided (please list)
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6. **IMPROVEMENTS:** Describe any existing improvements (buildings, well, septic, etc.) which are on the Parent Parcel, or indicate none (attach extra sheets if needed):

7. **AFFIDAVIT** and permission for municipal, county and state officials to enter the property for inspections:

I agree the statements made above are true, and if found not to be true this Application and any approval will be void. Further, I agree to comply with the conditions and regulations provided with this division. Further, I grant permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information on the Application is correct at a time mutually agreed with the Applicant. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division 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 1996), 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.

Finally even if this division is approved, I understand ordinances and State Acts change from time to time, and if changed the divisions made here 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 to laws are made.

PROPERTY OWNER'S SIGNATURE:

_____ **Date:** _____

REVIEWER'S ACTION:

_____ Approved: Conditions, if any: _____

_____ Denied: Reasons: _____

Planning & Zoning Department

Date: _____

Ottawa County Assessor

Date: _____