

Glen Arbor Township

6394 W. Western Ave. PO Box 276 Glen Arbor, MI 49636
231-334-3539 glenarbor@glenarbortownship.com FAX 231-334-6370

Glen Arbor Township Parcel Division Application

(As amended 3/20/07)

Please answer all questions and include all attachments. Bring or mail to Glen Arbor Township at the above address.

Approval of a division of land is required before it is sold, when a new parcel is less than 40 acres and not just a property line adjustment (See 102c & f)

This form is designed to comply with Sec. 108 and 109 of the Michigan Land Division Act (formerly the subdivision control act PA 288 of 1967 as amended particularly by PA 87 of 1997, MCL 560.101 et.seq.)

(APPROVAL OF A DIVISION IS NOT A DETERMINATION THAT THE RESULTING PARCELS COMPLY WITH OTHER ORDINANCES OR REGULATIONS.)

1. LOCATION of PARENT parcel to be split: Address _____
Road Name _____

PARENT PARCEL IDENTIFICATION NUMBER: _____
Parent Parcel Legal Description (Describe or attach)

2. PROPERTY OWNER INFORMATION:
Name: _____ Address: _____

Phone (_____) _____ City: _____ Zip Code _____

3. PROPOSED DIVISION(S) TO INCLUDE THE FOLLOWING:
 - a. Number of new Parcels _____
 - b. Intended use (residential, commercial, etc.) _____
 - c. Each proposed parcel has a depth to width ratio of 4 to 1 or _____ to _____ as provided by ordinance.
 - d. Each parcel has a width of _____ (not less than required by ordinance)
 - e. Each parcel has an area of _____ (not less than required by ordinance)
 - f. The division of each parcel provides access as follows: (check one)
 1. _____ each new division has frontage on an existing public road. Name of road _____
 1. _____ A new public road, proposed road name: _____.
 2. _____ A new private road, proposed road name: _____.
 - g. Describe or attach a legal description of proposed new road, easement or shared driveway.

 - h. Describe or attach a legal description for each **proposed new parcel**.

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4. FUTURE DIVISIONS being transferred from the parent parcel to another parcel. Indicate number transferred _____. (See section 109 (2) of the Statute. Make sure your deed includes both statements as required in 109 (3 & 4) of the Statute.
5. DEVELOPMENT SITE LIMITS (Check each, which represent a condition, which exists on the parent parcel.
_____ Waterfront property (river, lake, pond etc. _____ Includes wetlands
_____ Is within a flood plain _____ includes a beach
_____ is on muck soils or soils known to have severe limitations for on site sewage system
6. ATTACHMENTS – All the following attachments **MUST** be included. Letter each attachment as shown.
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- A. A scale drawing for the proposed division(s) of the parent parcel showing:
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1. Current 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 divisions(s), and
 4. dimensions of the proposed divisions, and
 5. existing and proposed road/easement right-of-way(s), and
 6. easement for public utilities from each parcel that is a development site to existing public utilities facilities, and
 7. Any existing improvements (buildings, wells, septic system, driveways, etc.)
 8. Any of the features checked in question number 5.
 9. Boundaries and legal description of Parent parcel after divisions
 10. A current Title Commitment (within 30 days).
 11. A copy of recorded Deed Restriction, if any.
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- B. Indication of approval, or permit from the appropriate county road commission or Michigan Department of Transportation that a proposed easement provides vehicular access to an existing road or street meets applicable location standards.
- C. A copy of a reserved division rights (sec. 109(2) of the act) in the parent parcel.
- D. A fee of \$300.00 for the first division and \$75.00 for each additional division.
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7. IMPROVEMENTS – Describe what parcel any existing improvements (buildings, well, septic, etc.,) are currently on or will be on after the land division is approved.
- _____
- _____
8. Acknowledgment. The undersigned acknowledges that any approval of the within application is not a determination that the resulting parcels comply with other applicable ordinances, rules or regulations which may control the use or development of the parcels. It is also understood that ordinances. Laws and regulations are subject to change and that any approved parcel division is subject to such changes that may occur before the recording of the division or the development of the parcels.

Property Owner's Signature _____ Date _____

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For office use only – Reviewer's action: Total Fee \$ _____ Check # _____

Signature: _____,
(Assessor) (Zoning Administrator)

Application Completed: Date _____

Approval: Date _____

Denial Date: _____ Reasons for Denial _____ see attached.
