

**BENTON CHARTER TOWNSHIP
EATON COUNTY, MICHIGAN**

APPLICATION FOR LAND DIVISION

This form is designed to comply with the applicable local zoning, land division ordinances, and the Michigan Land Division Act (formally the Subdivision Control Act P.A. 288 of 1967 as amended, particularly by P.A. 591 of 1996, MCL 560.101 et. Seq.)

APPLICANT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

1. Parent Parcel or Parent Tract to be Divided:

Parent Parcel Number(s): _____

Property Address: _____

Legal Description: _____
(Attach separately if necessary)

2. Property Owner Information:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP _____

PHONE: _____ EMAIL: _____

3. Assessor's Review

Call the Township Assessor at 517-667-0212 to obtain available splits information prior to submission of this application.

Available number of splits: _____

4. Preliminary Zoning Administrator Approval and Review

Forward preliminary proposed land division documents to the Zoning Administrator for review.

By Mail:
Ziemnick Foster Engineering, LLC
426 S. Clinton Street
Grand Ledge, MI 48837

By Email:
tzfoster@zfengineering.com
Call: 517-627-8068

5. List and/or confirm information for the division(s) being proposed under 40 acres:

- A. Number of total new parcels (including remainder parcel): _____
- B. Intended Use (Residential, Commercial, Etc.) _____
- C. The division of this 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: _____
 - _____ Easement
 - _____ Other (describe in detail): _____

6. Future divisions that might be allowed but not included in this application? _____

- 6a.** The number of future divisions being transferred from the parent parcel to another parcel? _____
- Identify the other parcel(s) #: _____

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 109(3) and 109(4) of the statute.)

Contact the Township Assessor for assistance with this information at 517-667-0212.

7. Improvements. Describe and provide a drawing or sketch of any existing improvements (buildings, well, septic, etc.) which are on the parent parcel or parent tract.

8. Paid Property Tax Certificate:

ATTACH Eaton County Treasurer’s Certificate of Paid Property Taxes

The property owner obtains through the Eaton County Treasurer’s office prior to application submission; an additional fee may be charged by Eaton County

9. Documents recorded at the Eaton County Register of Deeds:

Once the proposed land division has been preliminarily approved by the Zoning Administrator, the taxpayer (Owner) shall prepare survey documents and new property deeds associated with this proposed land division and shall record these documents at the Eaton County Register of Deeds separate and independently from this application submission. Copies of recorded survey

documents and new property deeds shall be attached to this application form.

10. 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 the parent parcel division. Further, I agree to give permission for officials of the Municipality, County and State to enter my property where the parcel division is proposed for the purposes of inspection verify that the information on the application is correct. Finally, I understand this is only a parcel division which conveys only certain rights under applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act (formally the Subdivision Control Act P.A. 288 of 1967, as amended by P.A. 591 of 1996), and does not include any representation or conveyance of rights in any other stature, building code, zoning ordinance, deed restriction or other property rights.

Finally, even if this division is approved, I understand zoning, local ordinance 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 deed, land contracts, leases or surveys representing the approved divisions are with the Register of Deeds or the division is built upon before the change to the laws were made.

Property Owner's Signature(s):

_____ Date _____
_____ Date _____

11. Attachments (all attachments MUST be included with submission)

- A. Legal description and land area of the parent parcel.
- B. Legal description and land area of the proposed division, including remainder parcel.
- C. Recorded Property Deeds for each land area. *Property owner is required to record the property deed with Eaton County Register of Deeds.*
- D. A scaled survey, sealed by a professional surveyor, of the proposed division(s) of the parent parcel containing the following:
 - 1. Boundaries of parent parcel;
 - 2. Any previous land division(s);
 - 3. Boundary lines of proposed land divisions including remainder parcel;
 - 4. Public utility easements;
 - 5. Indication of how access to each requested land division and remainder parcel will be provided, including proposed legal descriptions (if necessary).
- E. A copy of any transferred division rights (Sec. 109(4) of the Act) from the parent parcel or parent tract.
- F. Eaton County Treasurer's Certificate of Paid Property Taxes

SUBMISSION PROCEDURE:

Please submit completed application, required supporting documentation and applicable fees to:

Benton Charter Township
5136 Windsor Highway
Pottersville, MI 48876

Application materials and fee can be mailed or dropped off at the above address. An after-hours drop box is available. *Please call 517-645-7880 for this application fee information prior to submission of application materials.*

****THE BELOW SECTION TO BE COMPLETED BY BENTON CHARTER TOWNSHIP ONLY****

Zoning Compliance (Zoning Administrator will complete)

Benton Twp. Application No. _____

- 1. Current zoning district for proposed divisions: _____
- 2. All parcels comply with minimum parcel size: YES ___ NO ___
- 3. All parcels comply with minimum road frontage: YES ___ NO ___
- 4. All parcels comply with lot coverage restrictions: YES ___ NO ___
- 5. Existing structures comply with required setbacks: YES ___ NO ___
Each parcel complies with width to depth ratio of 4:1
- 6. (unless parcel is larger than 10 acres) YES ___ NO ___
- 7. All parcels within the same school district: YES ___ NO ___

Reviewed Action

_____ **Approved**
Conditions, if any: _____

_____ **Denied**
Reason(s) for denial: _____

Zoning Administrator's Signature: _____ Date: _____

Assessor's Signature: _____ Date: _____

****PLEASE TAKE NOTICE** that approval of any division pursuant to the Land Division Ordinance DOES NOT constitute approval of a parcel as a building site and the Township is not responsible if a building permit is not issued due to the unsuitability of the property for onsite well or septic. Purchasers are encouraged to obtain pre-approval for onsite well and septic from Barry Eaton Health Department.