

# SOLON TOWNSHIP LAND DIVISION APPLICATION

Twp. Z.A. No. \_\_\_\_\_

Date Received: \_\_\_\_\_

You **MUST** answer all questions and include all attachments or the application will be returned as incomplete.  
Return to: SOLON TOWNSHIP at the above address

**Approval of a division of land is required, when a new parcel is created less than 40 acres and not just a property line adjustment (Sec 102 e & f)**

*This form is designed to comply with Sec. 108 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 and 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** to be split: Address: \_\_\_\_\_ Road Name: \_\_\_\_\_

**PARENT PARCEL IDENTIFICATION NUMBER:** \_\_\_\_\_

Parent Parcel Legal Description (DESCRIBE OR ATTACH): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 2. PROPERTY OWNER INFORMATION:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Zip: \_\_\_\_\_

**3. APPLICANT information** (if not the property owner): Please provide letter of authorization from property owner.

Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Phone ( ) \_\_\_\_\_ Zip: \_\_\_\_\_

## 4. 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 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)

\_\_\_ Each new division has frontage on an existing public road. road name: \_\_\_\_\_

\_\_\_ A new public road, proposed road name: \_\_\_\_\_

\_\_\_ 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**: \_\_\_\_\_  
\_\_\_\_\_

**4. FUTURE DIVISIONS** number allowed but not included in this application \_\_\_\_\_

Did the parent have any unallocated divisions under the Land Division Act? \_\_\_\_\_

Were any unallocated divisions transferred to the newly created parcel(s): \_\_\_ If yes, how many? \_\_\_\_\_

Identify the other parcel that future divisions are transferred to: \_\_\_\_\_

(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 \_\_\_\_\_ Includes slopes > 25%  
\_\_\_\_\_ 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:

A. A survey completed by a professional surveyor of the proposed division(s) of the parent parcel including legal descriptions.

The survey or drawing must show all of the following:

- (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 division(s), and
- (4) dimensions of the proposed divisions, and
- (5) existing and proposed road/easement right-of-way(s), and
- (6) easements for public utilities from each parcel that is a development site to existing public utility facilities, and
- (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
- (8) any of the features checked in question number 5.

B. A well and septic system permit for each proposed parcel prepared by the Leelanau Health Department

C. An indication of approval for each proposed parcel prepared by the Leelanau County Soil Erosion Office

D. Indication of approval, or permit from the Leelanau County Road Commission, or the Michigan Department of Transportation that a proposed easement provides vehicular access to an existing road or street meets applicable location standards.

E. A copy of any reserved division rights (sec. 109 (2) of the act) in the parent parcel.

F. \$ 200 fee including \$50 for each division payable to Solon Township.

**7. IMPROVEMENTS** - Describe any existing improvements (buildings, well, septic, etc., which are on the parent parcel or indicate none): \_\_\_\_\_

**8. ACKNOWLEDGMENT**-and permission for local officials to enter the property for inspections:

The undersigned asserts that the above statements 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 parent parcel division. I acknowledge 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:** \_\_\_\_\_  
*Do not write below this line*

**Reviewer's action:** \_\_\_\_\_ **Total Fee \$** \_\_\_\_\_ **Check #** \_\_\_\_\_

\_\_\_\_\_ **Approved:** \_\_\_\_\_ **Conditions, if any:** \_\_\_\_\_

\_\_\_\_\_ **Denied:** \_\_\_\_\_ **Reasons** \_\_\_\_\_

**Approved Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
*Land Division Application March 2008*