



Land Division Application

City of Greenville - Building Department

Application Number _____

\$135.00 Fee Paid _____

Public Act 591 of 1996 as amended by Act 87 of 1997 requires local municipality approval of any division of land before it is sold, leased for more than one year, or developed. Local approval is not required when all newly-created parcels are more than 40 acres or when the division is a simple property line adjustment. You **MUST** answer all questions and include all requested information, or this form will be returned to you. A determination of approval or disapproval will be issued within 45 days of receipt of a properly completed application, as required by law.

1. Property Owner Information:

First Name				Last Name		Phone Number	
Address			City		State	Zip Code	
Email Address							

2. Parent Parcel/Tract Information:

Address			City		State	Zip Code	
a. Parent Parcel/Tract ID Number(s): _____							
b. Size of Parent Parcel/Tract: _____							
c. Legal Description of Parent Parcel/Tract as of March 31, 1997 (or attach): _____							

3. Previous Divisions (Since 3/30/1997):

List here or attach copies of all previous division of the parent parcel/tract: _____

4. Proposed Division(s):

a. Number of new parcels proposed: _____

b. Intended use: _____

c. Each proposed new parcel has access to an existing public road by: (Check or give number where appropriate)

_____ Each resulting parcel has frontage on an existing public road.

_____ A new public road, proposed road name: _____

_____ A new private road, proposed road name: _____

_____ A recorded easement (driveway or road).

_____ A combination of the above. Please explain: _____

d. Attach legal description of each proposed new road, easement, or shared driveway. If access is by means of an easement or shared driveway, attach proposed easement in writing signed by the owner of the parcel(s) within which the easement is to be located.

e. Attach a legal description for each resulting parcel.



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5. Allocation of Currently Allowable Divisions From Parent Parcel/Tract:

- Total number potential parcels allowable at this time (Section 108, Land Division Act): _____
- Total number potential parcels retained. by applicant (include parent parcel/tract): _____
- Please identify each parcel being granted further division rights. State total number of parcels that each proposed division could be further divided into at this time. _____

6. Other Required Attachments:

- Map or Survey:
 - A survey, sealed by a professional surveyor of proposed division(s) of parent parcel/tract; **OR**
 - A map drawn to scale of proposed division(s) of parent parcel (Any map, in lieu of survey, is subject to City approval).
The survey or other approved map must show the following:
 - date, north arrow, scale of drawing, name of person or firm responsible for map;
 - all boundaries, dimensions, and area of parent parcel or parent tract as of March 31, 1997;
 - all previous divisions made after March 31, 1997 (indicate when made or none);
 - boundaries, dimensions, and area of each currently proposed resulting parcel;
 - location, dimensions, and nature of proposed vehicular access to and across resulting parcels;
 - easements for public utilities from each parcel to existing public utility facilities and across resulting parcels;
 - any existing improvements (buildings, wells, septic system, driveways, etc.); and
 - any known development site limits (wetlands, flood plains, slopes of 25% or greater, presence of soils known to have severe limitations for on-site sewage systems, abandoned wells, underground tanks, other sources of contamination, etc.)
- Indication of approval, or permit from MDOT, City Engineer, or other appropriate agency or individual, for each proposed driveway, new road, access easement, or shared driveway.
- Proof of ownership or written consent to the application signed by the owner of the land.
- PA 23 of 2019 Certification. Obtain this by contacting Montcalm County Treasurer at 989-831-7334.

7. Development Sites of Less Than 1 Acre:

- Is any resulting parcel a proposed development site of less than 1 acre (check yes or no)? Yes No
- If the answer above is "YES", please attach the following for each parcel:
- A soil evaluation or septic system permit for each proposed development parcel prepared by the Mid-Michigan District Health Department, or proof each proposed parcel is served by a public sewer system.
 - An evaluation/indication approval will occur, or a well permit for potable water for each proposed development parcel prepared by the Mid-Michigan District Health Department, or proof that each proposed development parcel is served by a public water system.

8. NOTICE:

- State law requires documents transferring ownership of each proposed division to include a "Right to Farm" clause and a statement regarding transfer of any further division rights.
- City approval of any proposed division is **not** a determination that the resulting parcels comply with other laws or ordinances or that the parcels are actually buildable.

9. Signature:

Owner or agent signing below certifies that the information provided on and with this application is accurate and complete.

Signature of owner or authorized agent

Date

Return Completed Form To:

**City of Greenville
Attn: Assessing Department
411 South Lafayette Street
Greenville, Michigan 48838**

**CITY COUNCIL
CITY OF GREENVILLE
Montcalm County, Michigan**

Council member Moss, supported by Council member Dora, moved the adoption of the following ordinance:

ORDINANCE NO. 19-04

**AN ORDINANCE TO ESTABLISH A FEE FOR CHAPTER 38 LAND DIVISION ACT APPLICATIONS
AND REVIEWS**

WHEREAS, the City Council finds that the City Clerk and City Assessor undertake significant time and effort in order to process Land Division Act applications pursuant to Chapter 38 of the City Code; and

WHEREAS, MCL 560.246 of the Land Division Act authorizes the City to adopt a reasonable schedule of fees for the examination and inspection of plats and land proposed to be subdivided;

NOW, THEREFORE, THE CITY OF GREENVILLE ORDAINS:

Section 1. Amendment. Section 38-5 of Chapter 38 of the Code of Ordinances, City of Greenville, Michigan, is hereby amended to add section 38-5(c):

(c) In addition to all other applicable fees, the City Council hereby establishes a fee in the amount of \$135.00 for the examination and inspection of plats and land proposed to be subdivided, and related expenses pursuant to this Chapter and the Act.

Section 2. Publication and Effective Date. This Ordinance shall be published in a newspaper of general circulation in the City within 10 days of its adoption, and shall be effective 15 days after its adoption provided it has been published.

YEAS: (6) Hoppough, Dora, Lehman, Warner, Moss, Linton

NAYS: (0)

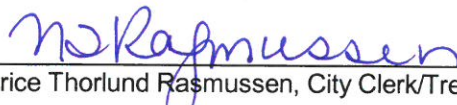
ABSTAIN: (0)

ABSENT: (1) Cunliffe

ORDINANCE DECLARED ADOPTED.

CERTIFICATION

As the duly appointed and acting City Clerk, I certify that this is a true and complete copy of an ordinance adopted by the City Council of the City of Greenville, Montcalm County, Michigan, at a regular meeting held on April 16, 2019.



Norice Thorlund Rasmussen, City Clerk/Treasurer

Introduced: April 16, 2019
Adopted: April 16, 2019
Published: April 22, 2019
Effective: May 01, 2019
GRAPIDS 57719-1 552332v1