

Land Division Application

**IMPORTANT!** You MUST answer all questions and provide all attachments and information required; otherwise the application shall be deemed incomplete and may be denied on that basis.

*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.*

Application Fee \$50.00 / each additional split \$25.00 RETURN THIS FORM WITH NECESSARY ATTACHMENTS TO THE HUDSON TOWNSHIP ZONING ADMINISTRATOR

Name & address to where decision is to be sent
_____ name
_____ address
_____ city, state, zip

**For a complete copy of the Land Division Ordinance visit [www.hudsontownship.org](http://www.hudsontownship.org)**

This form is designed to comply with applicable local zoning, land division ordinances 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.)

1. LOCATION of parent parcel to be split:  
 Address: \_\_\_\_\_ Road Name: \_\_\_\_\_  
 Parent parcel number: 15 - 08 - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Hudson Township, Charlevoix County  
 Legal description of Parent Parcel (attach extra sheets if needed): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2. PROPERTY OWNER Information  
 Name(s): \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. APPLICANT information (if not the property owner): **Please note that property owner must sign reverse side**  
 Contact person's name: \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
 Business name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

4. 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 can not duplicate existing County Road Name)  
 \_\_\_\_\_ A new private road or easement. Proposed road name: \_\_\_\_\_  
 (Road name can not duplicate existing Co. Road Name)  
 \_\_\_\_\_ A recorded easement / driveway. (Can not service more than one potential site)

4A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway (attach extra sheets if needed): \_\_\_\_\_  
 \_\_\_\_\_

4B. Write here, or attach, a legal description for each proposed new parcel (attach extra sheets if needed): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

5. FUTURE DIVISIONS that might be allowed but not included in this application? \_\_\_\_\_  
 5B. The number of future divisions being transferred from the parent parcel to another parcel? \_\_\_\_\_  
 Identify the other parcel: \_\_\_\_\_  
 (Make sure your deed includes both statements as required in Section 6)b8 of the Hudson Township Ordinance)

6. DEVELOPMENT SITE LIMITS Check each that represents a condition which exists on the parent parcel.

Any part of the parcel:

- \_\_\_\_\_ is in a DNR-designated critical sand dune area.
- \_\_\_\_\_ is riparian or littoral (it is a river or lake front parcel).
- \_\_\_\_\_ includes a wetland.
- \_\_\_\_\_ includes a beach.
- \_\_\_\_\_ 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 for on site sewage systems.
- \_\_\_\_\_ is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

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

\_\_\_\_\_ A. A survey, sealed by a professional surveyor at a scale of \_\_\_\_\_ (insert scale), of proposed division(s) of parent parcel;

The survey must show:

- (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 rights-of-way, and
- (6) easements for public utilities from each parcel to existing public utility facilities, and
- (7) any existing improvements (buildings, wells, septic system, driveways, etc.), and
- (8) any of the features checked in question number 6.

\_\_\_\_\_ B. A duly executed instrument of conveyance (deed, land contract, lease, etc.) suitable in form for recording at the Charlevoix County Register of Deeds Office which the Applicant intends to use to document the lots, parcels, or tracts of land that will result from the division or property transfer.

\_\_\_\_\_ C. A soil evaluation or septic system permit for each proposed parcel prepared by the Health Department, or each proposed parcel is serviced by a public sewer system.

\_\_\_\_\_ D. An evaluation/indication of approval will occur, or a well permit for potable water for each proposed parcel prepared by the Health Department, or each proposed parcel is serviced by a public water system.

\_\_\_\_\_ E. Indication of approval, or a permit from Charlevoix County Road Commission, MDOT, or respective street administrator, for each proposed new road, easement or shared driveway.

\_\_\_\_\_ F. A copy of any transferred division rights (§109(4) of the Act) in the parent parcel.

\_\_\_\_\_ G. A fee of \$ \_\_\_\_\_. Application fee \$50. Each additional split \$25.

\_\_\_\_\_ H. Other (please list) \_\_\_\_\_

8. IMPROVEMENTS: Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel, or indicate none (attach extra sheets if needed): \_\_\_\_\_

9. 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 parent parcel division. Further, I agree to give 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 and division ordinance, the local zoning 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 zoning, local 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 division 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 \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE:

Reviewer's action: TOTAL \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

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

\_\_\_\_\_ Denied: Reasons (cite §): \_\_\_\_\_

Signatures and date: \_\_\_\_\_