

# PENINSULA TOWNSHIP



## **PENINSULA TOWNSHIP POLICY REGARDING LAND DIVISIONS, PROCESS AND PROCEDURE**

Effective Date: May 24, 2017

**POLICY:** In an effort to clarify the processes and procedures for granting land divisions under the Peninsula Township Land Division Ordinance which was enacted to carry out the provisions of the Land Division Act, MCL 560.101 et. seq., the Board of Trustees have established this policy to be implemented immediately and followed until such time as there is an amendment to the Peninsula Township Land Division Ordinance or this policy is rescinded.

It shall be the Policy of Peninsula Township that all land divisions are be processed in the normal course of business as provided by the Peninsula Township Land Division Ordinance, except that the proposed land division(s) must be reviewed and approved by the Assessor, Planner, Zoning Administrator, and legal counsel. All four entities **MUST** indicate approval on the Application with signature.

To the extent that there is a land division application from an employee of Peninsula Township, an elected official, and/or Board of Trustee, or prior Board of Trustees, the proposed land division(s) must be reviewed and approved by the Assessor, Planner, Zoning Administrator and legal counsel. All four entities **MUST** indicate approval on the Application with signature. In addition, proposed land division(s) must then be submitted to and subsequently approved by the Board of Trustees at a regularly scheduled Board meeting. Notice of the application and the date of review by the Board of Trustees must be clearly indicated on the Agenda.