

**PENINSULA TOWNSHIP PARCEL LAND DIVISION APPLICATION**

**LAND DIVISION ACT FILE NO.** \_\_\_\_\_

1. **PARENT PARCEL NUMBERS: 28-11-...**                      **REMAINDER/CHILD PARCEL NUMBERS: 28-11-...**

\_\_\_\_\_  
\_\_\_\_\_

All land divisions are processed by the Peninsula Township Land Division Review Committee  
Attention: Township Assessor  
13235 Center Road  
Traverse City, MI 49686  
231.223.7313

**1. PROPERTY OWNER(S):**

Name: \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Email: \_\_\_\_\_

**2. APPLICANT:**

Name: \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Telephone No. \_\_\_\_\_ Email: \_\_\_\_\_

**3. DIVISIONS**

\_\_\_\_\_ Total Divisions allowed (Not including bonus divisions).  
\_\_\_\_\_ Divisions being reserved for parent parcel.  
\_\_\_\_\_ Additional Divisions Transferred to created parcels:  
\_\_\_\_\_ Divisions Approved with this Application.

**4. PARCEL ACCESS**

The division of this parcel provides access to an existing public/private road by:  
\_\_\_\_\_ Each new division has frontage on an existing public/private road.  
\_\_\_\_\_ A new public road (proposed road name): \_\_\_\_\_  
(ROAD NAME CAN NOT DUPLICATE AN EXISTING ROAD NAME)  
\_\_\_\_\_ A recorded easement (Liber and Page Number) \_\_\_\_\_  
\_\_\_\_\_ Attach a legal description of the proposed new road or easement, if any.

**5. LEGAL DESCRIPTIONS/DEEDS**

\_\_\_\_\_ Number of new parcels. Intended use (Residential/Commercial, etc.) \_\_\_\_\_  
\_\_\_\_\_ A legal description for the parent parcel is attached.  
\_\_\_\_\_ A legal description for each proposed new parcel is attached.  
\_\_\_\_\_ Deeds shall include both statements as required in Section 109(3) and 109 (4) of the State Statute.

**6. DEVELOPMENT SITE LIMITS:** Check each which represent a condition which exists on the parent parcel:

\_\_\_\_\_ The parcel is a river or lake front parcel.  
\_\_\_\_\_ The parcel is affected by a Lake Michigan High Risk Erosion setback.  
\_\_\_\_\_ The parcel includes wetlands.  
\_\_\_\_\_ Any part of the parcel is within a flood plain.  
\_\_\_\_\_ Any part of the parcel includes slopes steeper than twenty five percent (a 1:4 pitch).

7. **ATTACHMENTS:** All attachments must be included. Letter each attachment as shown here.

7A. Certified survey of the proposed parent parcel showing:

- \_\_\_\_\_ (1) Current boundaries of the parent parcel (as of March 31, 1997).
- \_\_\_\_\_ (2) Area of parent parcel.
- \_\_\_\_\_ (3) All previous divisions made after March 31, 1997.
- \_\_\_\_\_ (4) The proposed division(s).
- \_\_\_\_\_ (5) Dimensions of the proposed divisions, including both net and gross acreages.
- \_\_\_\_\_ (6) Existing and proposed road/easement rights-of-way.
- \_\_\_\_\_ (7) Easements for public utilities from each parcel to existing public utility facilities.
- \_\_\_\_\_ (8) Any existing improvements (buildings, wells, septic system, driveways, etc.).
- \_\_\_\_\_ (9) Any of the features checked yes in question number 6.

\_\_\_\_\_ 7B. Approval of the Department of Environmental/Quality/Grand Traverse County Health Department, unless each proposed parcel is serviced by a public sewer.

\_\_\_\_\_ 7C. Approval, or a well permit for potable water for each proposed parcel prepared By Department of Environmental Quality/Grand Traverse County Health Department, unless each proposed parcel is serviced by a public water system.

\_\_\_\_\_ 7D. Approval, or permit from Grand Traverse County Road Commission, Michigan Department of Transportation, or Peninsula Township Zoning Administrator For each proposed new road or easement.

\_\_\_\_\_ 7E. Grand Traverse County Treasurer Certification of Taxes Paid

\_\_\_\_\_ 7F. A copy of any reserved division rights in the parent parcel (Sec 109 (4) of the Act).

\_\_\_\_\_ 7G. Peninsula Township Attorney review

\_\_\_\_\_ 7H. Fees:

\$ 1,000 Application Fee, payable to Peninsula Township

\$ 1,000 Escrow Fee, payable to Peninsula Township

**Additional attorney fees, in excess of the application fee and escrow shall be the responsibility of the owner and/or applicant and shall be paid in full before (any) approval documents are released.**

**Residual escrow funds, if any, will be refunded to the owner and/or applicant.**

**\$30.00, payable to 'Grand Traverse County Register of Deeds', for recordation of approval, if applicable.**

**SUBMIT ALL CHECK(S) TO THE ASSESSING DEPARTMENT**

\_\_\_\_\_ 7J. Other (please list): \_\_\_\_\_

8. **AFFIDAVIT** and permission for township, county and state officials to enter the property for inspections:

I acknowledge and agree that the information provided with this Application, including the information provided above and that information attached hereto will be relied upon by the Township, its officials and employees in determining compliance with the Township's Land Division Ordinance and the Michigan Land Division Act. 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 regulation provided with this application, including any conditions of approval. Further, I agree to give permission for officials of Peninsula Township, Grand Traverse County and the State of Michigan to enter the property where this parcel division is proposed for the purpose of inspection. Further, I understand this is only a division which conveys only certain rights under the Peninsula Township Land Division and applicable state law (formerly the Subdivision Control Act, PA 288 of 1967, as amended (particularly by P.A. 591 of 1996) M.C.L. 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.

I understand zoning, local ordinances (including the Township's and County's) and state law change from time to time, and the divisions made here must comply with the new land division requirements (apply for division approval again) unless deeds representing the approved divisions are recorded with the Grand Traverse County Register of Deeds before changes to applicable land division ordinances and laws are made. The Township and its officers and employees shall not be liable for approving a land division that otherwise fails to comply with local ordinances, state law, or is denied any permit from another applicable agency, such as building permits for construction on the parcel(s), a determination of inadequate water supply and sewage disposal facilities, denial of driveway access to a public road, or otherwise.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Reviewer's action: Application Fee \$ \_\_\_\_\_ Check/Receipt # \_\_\_\_\_ Date: \_\_\_\_\_ Application Completion Date \_\_\_\_\_

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

\_\_\_\_\_ Denied: Reasons (cite section #): \_\_\_\_\_

LAND DIVISION APPLICATION REQUEST:  Land Division Request  
 Boundary Line Adjustment

OPINION OF APPLICANT'S LEGAL COUNSEL

Not required  
 Required

If Required, Receipt Date: \_\_\_\_\_

ZONING COMPLIANCE (Limited to the requirements of Section 6 of the Land Division Ordinance):

Approved Conditions, if any:

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Denied Reason(s):

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REVIEW/COMPLIANCE BY LAND DIVISION REVIEW COMMITTEE:

The Land Division Review Committee, comprised of the undersigned, have, in good faith, reviewed the proposed Application and submitted materials, including any representations made by the Applicant to determine compliance with the Township's Land Division Ordinance No. 49, Section 6, and the Michigan Land Division Act, as amended from time to time. Based on such review, and without waiving strict compliance with the Township's Land Division Ordinance or any applicable state law, the Committee finds:

**Land Division Review Committee**

Sally Murray (Township Assessor) \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ (Zoning Administrator) \_\_\_\_\_ Date \_\_\_\_\_

Jennifer Cram (Township Planner) \_\_\_\_\_ Date \_\_\_\_\_

Township Legal Counsel \_\_\_\_\_ Date \_\_\_\_\_

Note that any approval by the Land Division Review Committee, or any employees or officials involved within the process, is not a determination that the resulting parcels otherwise were, or are, in compliance with all other ordinances and regulations. Per Section 5 of the Township Land Division Ordinance, the township and its officers and employees shall not be liable for approving a land division if building permits for construction on the parcel(s) are subsequently denied because of inadequate water supply, sewage disposal or otherwise.

**IF APPROVED, THIS APPROVAL SHALL EXPIRE WITHIN 90 DAYS**, unless the Applicant records in the Grand Traverse County Register of Deeds Office an instrument(s) of conveyance and a complete survey, including the legal descriptions for each resulting lot or parcel documenting the division or property transfer and files a copy of that recorded instrument(s) and survey with the Township Assessor.