

Keene Township

8505 Potters Road
Saranac, Michigan 48881
(616) 642-9809
Ionia County

LOT SPLIT GENERAL INFORMATION

All required information on the application form along with the fee is to be submitted to the Zoning Administrator, who reviews it for compliance with local ordinances and the Michigan State Act. The application is approved if it meets all local and state requirements. The Zoning Administrator provides a signed permit form to the applicant upon approval.

The state allows a certain number of splits that can be created depending upon the amount of the land of the parent parcel. A parent parcel is one that existed on March 31, 1997. The Zoning Administrator can tell you how many new lots are available. The owner of the parent parcel retains all redivision rights unless they are conveyed on the deed to another party, (if more splits were available but not taken). Otherwise 10 years must elapse until more splitting can be done. A statement should be on the deeds as to who has the redivision rights and the number of remaining splits, if applicable.

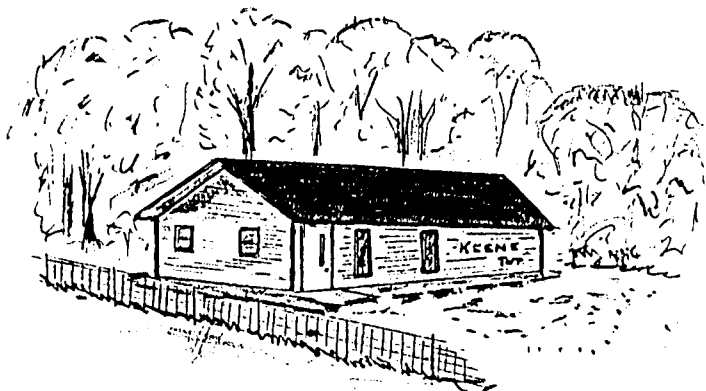
A survey is required of the parent parcel and proposed new parcels along with legal descriptions of each. A legal description of the remaining parcel must be supplied. Surveys must now be recorded with deeds. A certificate of proof of the last 5 years of taxes from the County Treasurer must be submitted with the application. Proof that the parent parcel was in legal existence on 3/31/97 must be supplied. All deeds for parcels of unplatted land within the state of Michigan after the effective date of this act (3/31/97) shall contain the following statement:

This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

If an easement for a driveway or private road is required, then there must to be language in the deed and survey that says the easement is for ingress and egress and for public utilities. This gives the utility companies an easement to bring in service through the easement area. Easements shall be in writing and signed by the owner of the parcel(s) within which the easement is to be located.

Approval of a land division application is in effect for 180 days and must be recorded at the Deed Office by that date.

Any questions, please call the Zoning Administrator, Jeanne Vandersloot 616-897-4242.



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ZONING LOT SPLIT APPLICATION

APPLICANT: NAME _____
 ADDRESS _____
 TELEPHONE HOME _____ FAX _____
 TELEPHONE WORK _____ FAX _____

OWNER NAME _____
 ADDRESS _____
 TELEPHONE HOME _____ FAX _____
 TELEPHONE WORK _____ FAX _____

PARENT PROPERTY ADDRESS _____

PARENT PROPERTY LEGAL DESCRIPTION: (use attachments if necessary) _____

PARENT PARCEL TAX NUMBER _____

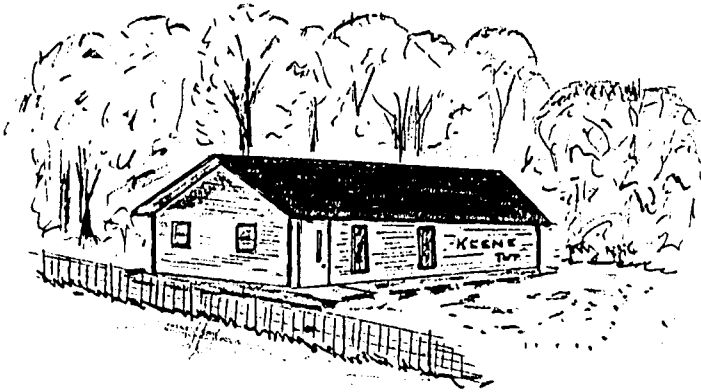
PA116: IS THE PARENT PARCEL OR ANY PORTION IN PA116? _____

ATTACH COPY OF SURVEY AND LEGAL DESCRIPTIONS OF PROPOSED LAND DIVISIONS

_____ FEE (\$50.00 times number of resulting parcels; Example: One lot, split in half, equals 2 resulting parcels)

AFFIDAVIT: I certify and affirm that I am the property owner or the owners authorized agent and that I agree to conform to the applicable laws of the jurisdiction. I also certify and affirm that this application form is accurate and complete.

SIGNATURE _____ DATE _____



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ZONING LOT SPLIT APPLICATION CHECKLIST

The Land Division Law (Public Act 591) of the State of Michigan as of March 31, 1997 and Keene Township Ordinance now requires the following items to be included in a lot split application:

- _____ A survey of parent and proposed parcels showing area, parcel lines and dimensions, public utility easements, existing structures, drains, and vehicular accessibility
- _____ Accurate legal descriptions of all the proposed lot splits including the remainder of the parent parcel.
- _____ Adequate easements for public utilities from each parcel to existing public utility facilities (if home development site)
- _____ Proof of lot access (existing driveway or new driveway permit or area suitable for driveway or easement suitable for driveway access)
- _____ Each resulting parcel has a depth of not more than 4 times the width
- _____ Minimum lot size must be 2 1/2 acres for Keene Township
- _____ Minimum lot width (at the building setback line) must be 200 feet for Keene Township
- _____ 66 foot wide easement is required for all land locked lots for accessibility as well as written easement language signed by the owner of the parcel(s) within which the easement is to be located
- _____ Proof of parent parcels lawful existence on 3/31/97. (deed or legal description on tax bill, etc.)
- _____ If division rights transfer is to take place, documentation and number of parcels are required
- _____ Proposed lots must be buildable or a deed restriction must be detailed
- _____ Provide proof certificate of last 5 years taxes paid by the Ionia County Treasurer
- _____ Surveys must be recorded with new deeds.