

# ZONING APPLICATION FOR A LAND SPLIT

Zeeland Charter Township  
6582 Byron Road  
Zeeland MI 49464

Date: \_\_\_\_\_

Parent Parcel PIN: 70-17- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Location of Property: \_\_\_\_\_

Present Parcel Size acres: \_\_\_\_\_

Present Parcel Dimensions: \_\_\_\_\_

Present Zoning: \_\_\_\_\_

Has this property been split since March 31, 1997? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Number of Parcels Requested: \_\_\_\_\_ Boundary Adjustment only? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Size of Requested Split(s): \_\_\_\_\_;  
\_\_\_\_\_; \_\_\_\_\_;  
\_\_\_\_\_; \_\_\_\_\_

Sketch of Proposed Splits:

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Zoning Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

**LAND DIVISION APPLICATION**  
**Zeeland Charter Township**  
**6582 Byron Road, Zeeland, MI 49464**  
**(616) 772-6701**

Submit this form completed form, including attachments and payment to Zeeland Charter Township. The fee is \$125 for each new parcel, combination, or boundary adjustment. The approval of a division of land is required before it is sold, when a new parcel is less than 40 acres and not a property line adjustment (Sec 102 e & f). The approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations. For zoning and building information contact Kirk Scharphorn, Jr at PCI (616-667-8803), for septic approvals contact the County Health Department, for driveway approvals contact the County Road Commission. Splits will take effect on the next years assessment roll. File form L-2260a, "Notice to Assessor of the Right to Make a Division of Land" if transferring divisions.

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1. PARENT PARCEL ADDRESS: \_\_\_\_\_

PARENT PARCEL PIN: 70-17-\_\_\_\_\_

PARENT PARCEL LEGAL DESCRIPTION (or attach)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. PROPERTY OWNER INFORMATION:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ E-Mail: \_\_\_\_\_

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**3. PROPOSED DIVISION(S)**

- A. Number of new Parcels \_\_\_\_\_
- B. Intended use (residential, commercial, etc.) \_\_\_\_\_
- C. Each proposed parcel has a depth to width ratio not greater than 4 to 1 \_\_\_\_\_
- D. Each parcel has a width of \_\_\_\_\_
- E. Each parcel has an area of \_\_\_\_\_
- F. The division of each parcel provides access as follows: (check one)  
\_\_\_ Each new parcel has frontage on an existing public road. Road name \_\_\_\_\_  
\_\_\_ A new public or private road, proposed road name: \_\_\_\_\_
- G. Describe or attach a legal description of proposed new road, easement or shared driveway. \_\_\_\_\_

H. Describe or attach a legal description for each proposed new parcel. \_\_\_\_\_

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**4. FUTURE DIVISIONS** being transferred from the parent parcel to another parcel.

Indicate number transferred \_\_\_\_\_

(See section 109 (2) of the Statute. Make sure your deed includes both statements as required in 109 (3 & 4) of the Statute.)

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

\_\_\_\_\_ Waterfront property (river, lake, pond etc.), \_\_\_\_\_ Includes wetlands, \_\_\_\_\_ Is within a flood plain,  
\_\_\_\_\_ Includes a beach, \_\_\_\_\_ Is on muck soils or soils known to have severe limitations for on site sewage  
system, \_\_\_\_\_ None

**6. ATTACHMENTS** - All attachments must be included.

A. A scale drawing for the proposed division(s) of the parent parcel showing:

- (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 right-of-way(s), and
- (6) easements for public utilities from each parcel that is a development site to existing public utility facilities, and
- (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
- (8) any of the features checked in question number 5

B. If an easement provides vehicle access to a new parcel submit indication of approval, or permit from the Ottawa County Road Commission or MDOT that the proposed easement provides access to an existing road and meets applicable location standards.

C. A copy of any reserved division rights (sec. 109 (2) of the act) in the parent parcel or \_\_\_\_\_ none.

D. Form L-4260a, Notice to Assessor of Transfer of the Right to Make a Division of Land if transferring further divisions to the owner of newly created parcels.

E. \$125 for each new parcel created, combination or boundary adjustment. Total \$ \_\_\_\_\_.

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**7. IMPROVEMENTS** - Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel or indicate none). \_\_\_\_\_

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**8. TAXES PAID** – Certification from the Ottawa County Treasurer’s Office stating there are no delinquent taxes. The application and survey can be emailed [treasurer@miottawa.org](mailto:treasurer@miottawa.org) or at their office at 12220 Fillmore St., Ste 155, West Olive, MI 49460. The treasurer will stamp the legal description certifying that taxes are paid.

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**9. ACKNOWLEDGMENT-**

The undersigned acknowledges that any approval of the within application is not a determination that the resulting parcels comply with other applicable ordinances, rules or regulations which may control the use or development of the parcels. It is also understood that ordinances, laws and regulations are subject to change and that any approved parcel division is subject to such changes that may occur before the recording of the division or the development of the parcels.

Section 109(a) of the Land Division Act provides that when a division creates a parcel less than one acre in size, a building permit will not be issued unless certain water supply and sewage disposal standards are met. Zeeland Charter Township and its officers and employees are not liable if a building permit is not issued for the parcel by reason of failure to comply with all applicable building permit requirements of this unit of government.

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

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

**Exemptions are specific to parcel numbers. A new “Principle Residence Exemption Affidavit” or “Farmland Exemption” affidavit needs to be filed for each new parcel to qualify for the tax exemption.**

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**For office use only-** Application Completed: Date \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_

**Approved:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Denied:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Reasons:** \_\_\_\_\_

**Assessor Signature:** \_\_\_\_\_

*This form is designed to comply with Sec. 108 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 and PA 87 of 1997, MCL 560.101 et.seq.)*