



12803 S. Wacousta Rd., Grand Ledge, MI 48837

517-626-6593

517-626-6405 Fax

www.watertowntownship.com

Approval of a land division is required when the new parcel is less than 40 acres and is not just a property line adjustment.

Approval of a land division is not a determination that the resulting parcels comply with other ordinances and regulations.

## Land Division Application

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Property Owner \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Applicant Name \_\_\_\_\_  
Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
Relationship to owner \_\_\_\_\_

Parent Parcel # 19- 150- \_\_\_\_\_ Size of Parent Parcel (in acres) \_\_\_\_\_  
Address of Parent Parcel \_\_\_\_\_  
Number of divisions (if any) created from parent parcel since March 31, 1997 \_\_\_\_\_

**All questions must be answered completely.**

If additional space is needed, number and attach additional sheets. Number of attached sheets: \_\_\_\_\_

### Required Attachments:

- Completed application (please answer all questions and include all attachments, as only complete applications can be processed)
- Survey or map drawn to scale
- Legal descriptions of all parcels created by the proposed division
- Legal descriptions of any proposed new road or shared driveway
- Verification from the Clinton County Road Commission that the proposed parcels are accessible according to the Land Division Act
- House number application form (for undeveloped new parcels)

Number of new parcels \_\_\_\_\_

### The division of the parcel provides access to an existing public road by: (please check one)

- Each new division has frontage on an existing public road
- A new public road (attach a legal description of the proposed new road)
- A new private driveway (shared driveways may not serve more than three parcels)
- Existing driveway

*Staff use only:*

Case Number \_\_\_\_\_ Date Filed \_\_\_\_\_ Fee \_\_\_\_\_ Receipt # \_\_\_\_\_

# Land Division Application

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## Remaining divisions to be:

Retained by parent parcel \_\_\_\_\_ Granted to other parcels (identify on parcel map) \_\_\_\_\_

### Please attach the following to your Land Division Application:

- Dimensions of existing (parent) parcel
- Dimensions of proposed parcels
- Location of existing structures or land improvements (i.e. buildings, wells, septic systems, driveways, etc)
- Means of access to an existing public road
- Location of existing easements and county drains
- Legal description for each proposed new parcel
- Legal description for any proposed new road or shared driveway
- Verification from the Clinton County Road Commission that the proposed divisions are accessible to an existing public road (see attached application form)

State of Michigan}  
   } SS  
 County of Clinton}

### Affidavit

The affiant is the \_\_\_\_\_, (owner, lessee, specify other) agree the statements made above are true, and if found not true this application and my approval will be void. Further, I agree to comply with the conditions and regulations provided with this parcel division. Further, I agree to give permission for officials of the municipality, county and the State of Michigan to enter the subject property for purposes of inspection to verify accuracy of the information contained in this application. Finally, I understand this is only a parcel division which conveys only certain rights the under the applicable local land division ordinance, the Watertown Township Zoning Ordinance, and the State Land Division Act (P.A. 288 of 1967, as amended particularly by P.A. 591 of 1996 – MCL 560.101 et. seq.)

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Date

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

My Commission Expires \_\_\_\_\_

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## Please be aware of the following items:

When recording a deed of sale of any division approved per the Michigan Land Division Act, you must include the following two statements:

- “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.”
- “The grantor grants to the grantee the right to make \_\_\_\_\_ division(s) under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967.”

For your protection, Watertown Charter Township recommends that legal descriptions and surveys be certified by a licensed surveyor. Watertown Charter Township suggests all divisions be reviewed in advance of application by any agency holding authority over the development of land including but not limited to:

- Clinton County Drain Commissioner’s Office (989) 224-5160
- Mid-Michigan District Health Department (989) 224-2195
- Michigan Department of Environmental Quality (800) 662-9278
- Michigan Department of Transportation (517) 324-2260

When planning your land division, please know all parcels must be in compliance with the following basic zoning requirements (please see the Zoning Administrator for more information), including but not limited to:

- Minimum lot area requirements for the zoning district in which the subject property is located
- Minimum lot width requirements for the zoning district in which the subject property is located
- Minimum setback requirements for the zoning district in which the subject property is located (relevant for property with existing structures)
- Limitations on the number of parcels that may use a shared (or private) driveway that is not a public road

If more than one parcel is proposed to utilize a shared (or private) driveway, please remember that additional driveway construction standards may apply, please contact the Clinton County Road Commission for applicable regulations.

If more than three parcels are proposed to utilize a new road, please remember that said road is required to be developed as a public road, please contact the Clinton County Road Commission for the regulations and procedures to develop a new public road.

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### Send All Information to:

Watertown Charter Township Assessor  
12803 S. Wacousta Rd  
Grand Ledge, MI 48837

Phone: (517) 626-6593 ext. 210  
Fax: (517) 626-6405  
E-mail: [Jmackenzie@watertowntownship.com](mailto:Jmackenzie@watertowntownship.com)

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