

File #: \_\_\_\_\_

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

**CHARTER TOWNSHIP OF LYON  
APPLICATION FOR LAND DIVISION (LOT SPLIT)**

**NOTICE TO APPLICANT:** Applications for land divisions (also called "lot splits") are reviewed in accordance with the Ordinance to Regulate Division of Land. Applications must be accompanied by the information required by Section 22-62 of the Township Code of Ordinances and a completed copy of the Land Division Worksheet (worksheet is included in this application packet). You must also complete the checklist in this application packet. Completed applications, along with the required fees, should be submitted to Lyon Township, 58000 Grand River Avenue, New Hudson, Michigan, 48165. Phone number: 248-437-2240. Fax number: 248-437-2336.

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**TO BE COMPLETED BY APPLICANT:**

I (We), the undersigned, do hereby respectfully request approval of the land division (lot split) proposal described in this application and provide the following information to assist in the review:

Applicant: \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner(s) (if different from Applicant): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Applicant's Legal Interest in Property: \_\_\_\_\_

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**LOCATION OF PROPERTY:**

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

Sidwell Number: \_\_\_\_\_

**REQUIRED ITEMS TO INCLUDE WITH APPLICATION:**

All information required with a Land Division application submittal can be found in Section 22-62 of the Township Code of Ordinances. You must also submit the required application fee, per the Planning Department Fee Schedule.

**APPLICANT'S ENDORSEMENT:**

All information contained herein is true and accurate to the best of my knowledge. I acknowledge that the Township and its employees shall not be held liable for any claims that may arise as a result of acceptance, processing, or approval of this site plan application.

**Additionally, I hereby authorize the employees and representatives of Lyon Township to enter upon and conduct an inspection and investigation of the above-referenced property.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Name (Print)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Name (Print)

\_\_\_\_\_  
Signature of Property Owner Authorizing this Application

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Name (Print)

<b>TO BE COMPLETED BY THE TOWNSHIP</b>		Case #: _____
Date Submitted: _____		Fee Paid: _____
Received By: _____		

**LAND DIVISION APPLICATION CHECKLIST**  
**(per Section 22-62 of the Township Code of Ordinances)**

For an Application for Land Division to be accepted, you must complete and sign the following checklist, providing all applicable items:

1. **Drawing Requirements**

Except for large acreage parcels (equal to or greater than forty (40) acres) which can be adequately described in reference to section or quarter-section lines, three copies of a drawing shall be submitted, which may be an informal scale drawing [such as a tentative parcel map as referred to in Section 109(1)(a) of the land division act (MCL 560.109(1)(a)], which shall include all information listed below. A tentative decision may be made based on the informal scale drawing, with final approval withheld until receipt of a formal drawing prepared by a professional land surveyor registered in the State of Michigan. The final drawing shall be prepared according to the guidelines specified in Section 3 of Public Act No. 132 of 1970 (MCL 54.211 et seq.), showing the parcels which would result from the requested division of land, provided that the parcels are drawn as large as possible within the 8.5" x 14" format as required by such act, and providing all of the following information:

a. Dimensions of all existing and proposed parcels.

Provided

b. All structures on and within fifty (50) feet of the proposed parcels.

Provided       Not Applicable

c. Location of all existing and proposed public and private easements and rights-of-way.

Provided

d. Location of minimum setbacks on each proposed parcel, in accordance with the current Township Zoning Ordinance.

Provided

e. Location of surface water, lakes, ponds, streams, and wetlands. The initial investigation shall locate wetlands identified on the National Wetlands Inventory maps, prepared by the U.S. Department of Interior and available from the state department of natural resources. After subsequent investigation and on-site review, the Township Supervisor or other reviewing body may require more detailed wetlands information, if deemed necessary, to make a decision regarding the proposed division of land.

Provided

f. The means of access from each resulting parcel to an existing road or street.

Provided

2. **Legal Description of Existing Parcel(s).** A legal description of existing parcels of land involved in the proposed land division.

Provided

3. **Legal Description of Proposed Parcels.** Tentative approval may be granted without formal legal descriptions of all parcels that would result from the requested division of land, but legal descriptions must be received before final approval is granted. The legal descriptions shall be in a form sufficient for recording with the Oakland County Register of Deeds and shall indicate the acreage of all parcels.

Provided       Will Provide Upon Request Prior to Final Approval

4. **Deed Restrictions.** Copies of existing or proposed deed restrictions related to the proposed parcels.

Provided       Not Applicable

5. **Land Division History.** Sufficient information about previous land division activity to demonstrate that the parcel is eligible to be divided in the manner being proposed.

Provided       Not Applicable

6. **Farmland Development Rights.** A copy of the farmland development rights agreement shall be provided to the Township for review if any portion of the land is subject to a farmland development rights agreement pursuant to the farmland and open space preservation act, part 361 of Public Act 451 or 1994 (MCL 324.36101 et seq.).

Provided       Not Applicable

7. **Transfer of Division Rights.** If a transfer of division rights is proposed in the land transfer, then information about the terms and availability of the proposed division rights transfer shall be submitted. Such information shall be in a form that satisfies the written notice requirements specified in Section 109(2) of Michigan Public Act 288 of 1967, as amended.

Provided       Not Applicable

8. **Proof of Ownership.** Proof of fee ownership of the land proposed to be divided shall be submitted. This can be provided in the form of a title insurance policy or a registered deed with the County stamp.

Provided       Not Applicable

Please note that per Section 22-62, you may be required to supply any additional information deemed necessary by the Township Planner and/or Supervisor in order to determine compliance with the land division standards. The necessary application fee must also be paid for the application to be accepted.

I have read, completed, and understand the Land Division Application Checklist. I understand that all application requirements (including the application fee) must be submitted in order for my application to be accepted for review.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Name (Printed)

## LAND DIVISION WORKSHEET

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

**1. Identification of parcel proposed to be divided.**

- a. Tax I.D. No. \_\_\_\_\_
- b. Attach Legal Description

**2. Was this parcel in existence on March 31, 1997?**

- Yes – proceed to Question 4
- No – proceed to Question 3

**3. If the answer to Question 2 was “No”, then provide the following information:**

- a. Date when parcel was created: \_\_\_\_\_
- b. Were any allowable land divisions transferred to this parcel?
  - Yes – Number transferred: \_\_\_\_\_
  - No – Land division currently proposed may not be allowable according to Land Division Act. Contact Township staff for assistance.

**4. Has there been any land division involving this parcel since March 31, 1997?**

- Yes – proceed to Question 5
- No – proceed to Question 6

**5. If the answer to Question 4 was “Yes”, then provide the following information:**

- a. Date of previous land division: \_\_\_\_\_
- b. Was the parcel identified in Question 1 considered a “Parent Parcel” when the previous land division occurred?
  - Yes
  - No – Land division currently proposed may not be allowable according to Land Division Act. Contact Township staff for assistance.
- c. If the answer to Question “b” was “Yes”, then provide the following information:
  - (i) Not including any exempt parcels, how many resulting parcels were created as a result of the previous division? \_\_\_\_\_
  - (ii) How many additional divisions were allowable according to Section 108 of the Land Division Act? \_\_\_\_\_
  - (iii) Were any of the additional allowable land divisions transferred to one of the created parcels?
    - No
    - Yes – Please explain: \_\_\_\_\_

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

6. **How many parcels may now be created according to Sections 108(2) and 108(3) of the Land Division Act? (Complete the following table. Please note: all parcels must comply with current zoning requirements, including minimum lot area and lot width requirements.)**

	<b>Maximum No. of Permitted Parcels</b>
For the first 10 acres or fraction thereof:	4 <sup>(1)</sup>
Plus 1 additional parcel for each whole 10 acres in excess of the first 10 acres:	
Plus 1 additional parcel for each whole 40 acres in excess of the first 120 acres:	
Bonus division – add 2 parcels if qualified under Section 108(3)	
<b>Total – Maximum No. of Permitted Parcels</b>	

Footnote (1): Four parcels are permitted, provided that each parcel complies with current zoning requirements, including minimum lot area and lot width requirements.

- a. How many parcels will result from the current proposed division (should not exceed the total number of permitted parcels in chart)? \_\_\_\_\_
- b. How many additional parcels could be created through future division? \_\_\_\_\_
- c. Will any of the additional eligible splits be transferred to a newly created parcel?
  - No
  - Yes – Please explain: \_\_\_\_\_

- 7 **Do you now own or did you previously own any parcels of land adjacent to the one(s) currently being divided?**

- No
- Yes – Please identify parcels and dates of ownership:

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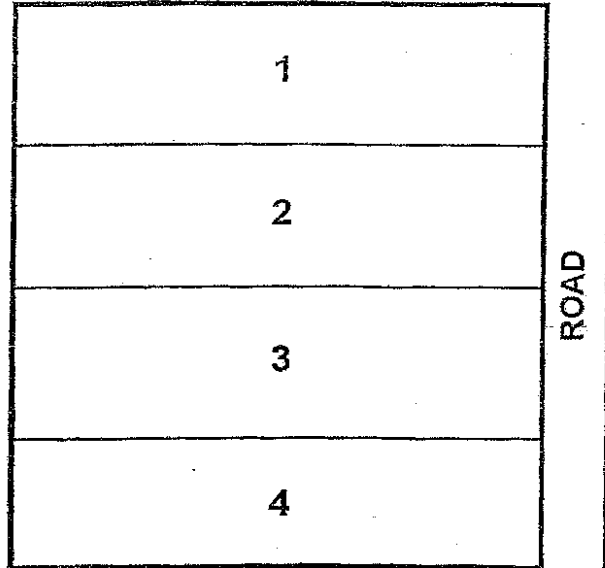
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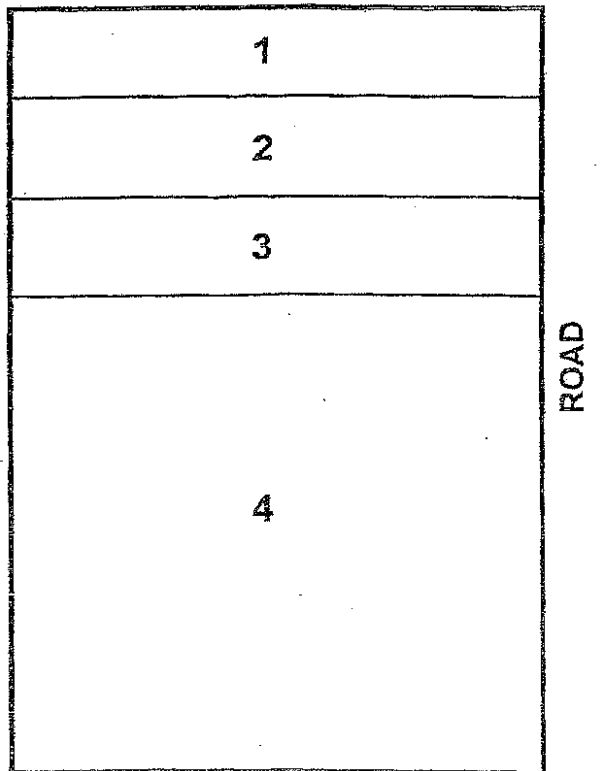
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# LAND DIVISION ALTERNATIVES IN ACCORDANCE WITH THE ORDINANCE TO REGULATE DIVISION OF LAND

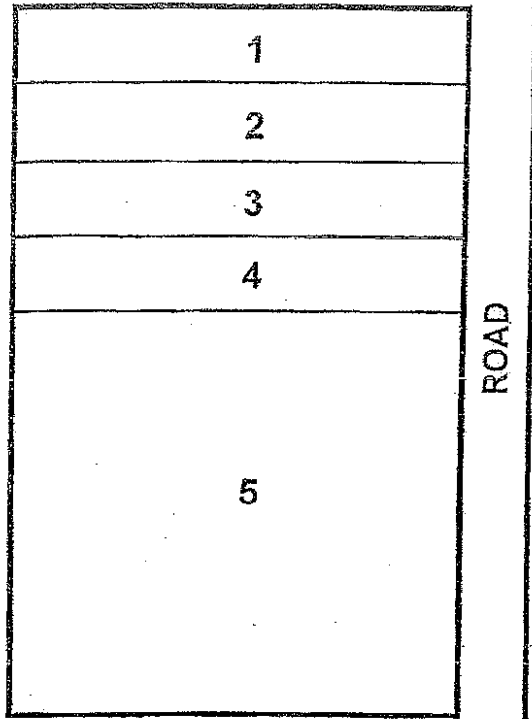
Parent Parcel:  
0 - 10 Acres  
4 Divisions



Parent Parcel:  
0 - 19.99 Acres  
4 Divisions

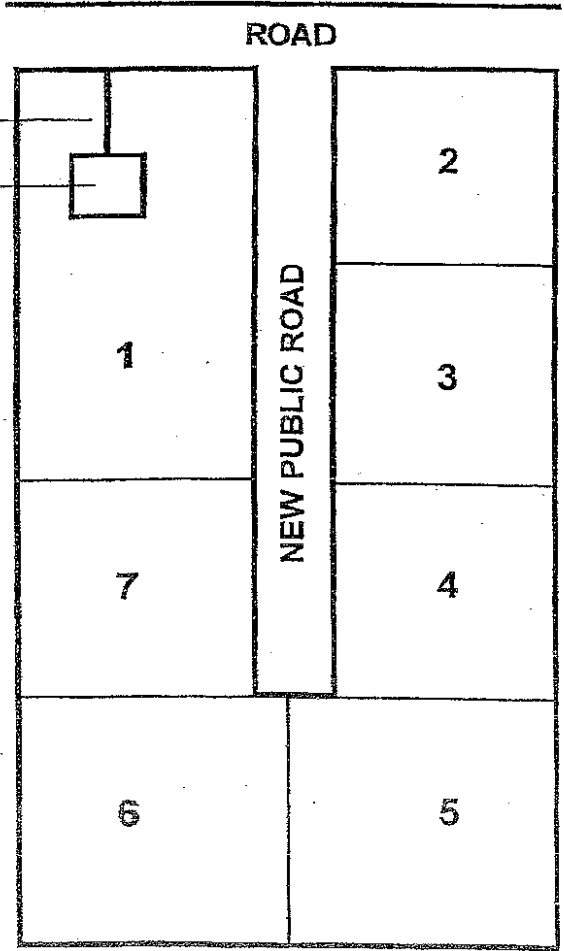


Parent Parcel:  
 20.00 - 29.99 Acres  
 5 Divisions  
 No Bonuses

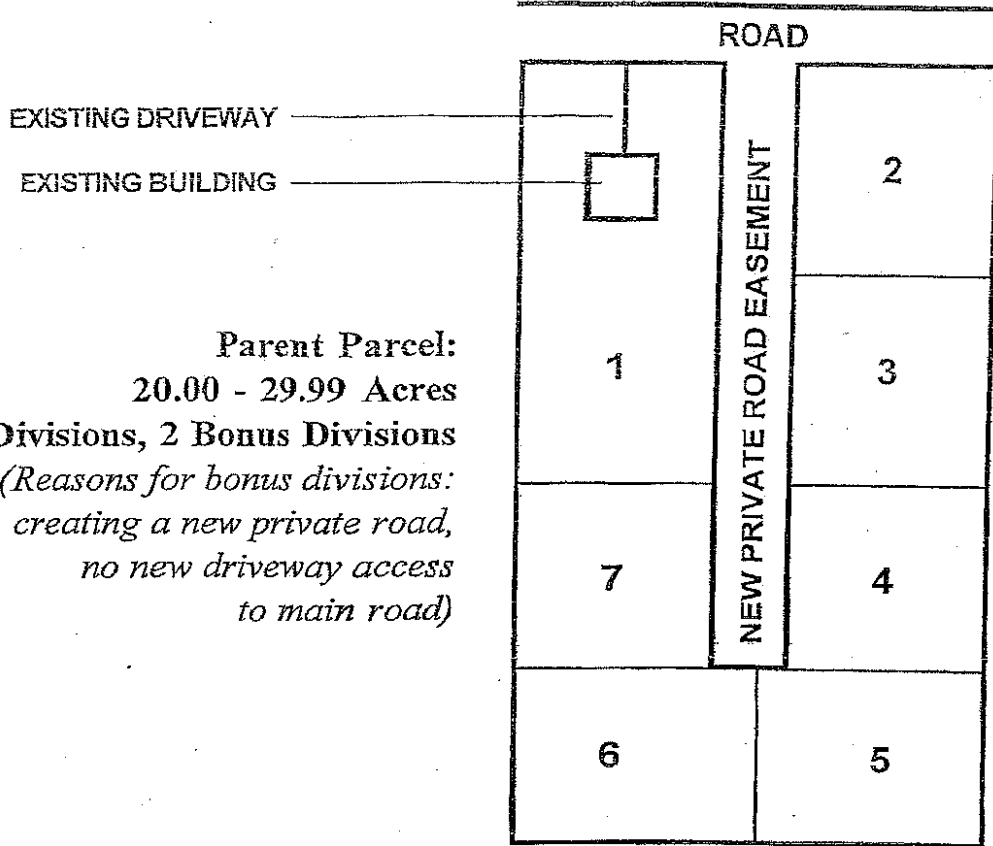


EXISTING DRIVEWAY  
 EXISTING BUILDING

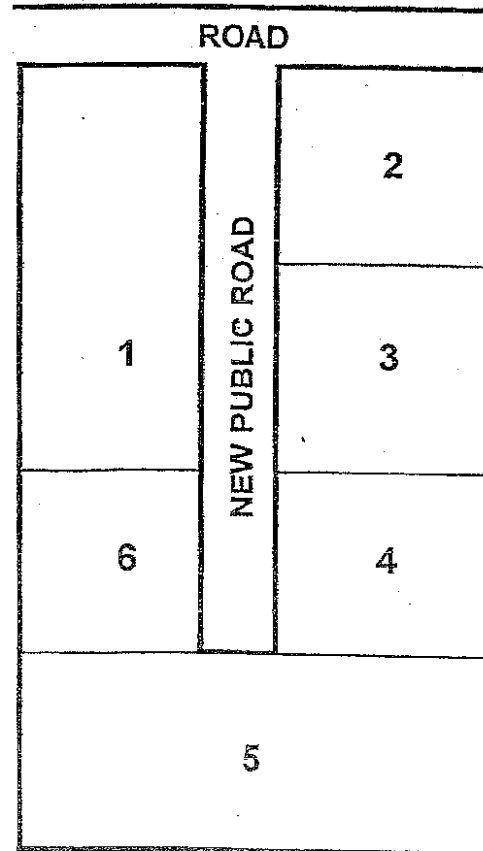
Parent Parcel:  
 20.00 - 29.99 Acres  
 5 Divisions, 2 Bonus Divisions  
*(Reasons for bonus divisions:  
 creating a new public road,  
 no new driveway access  
 to main road)*





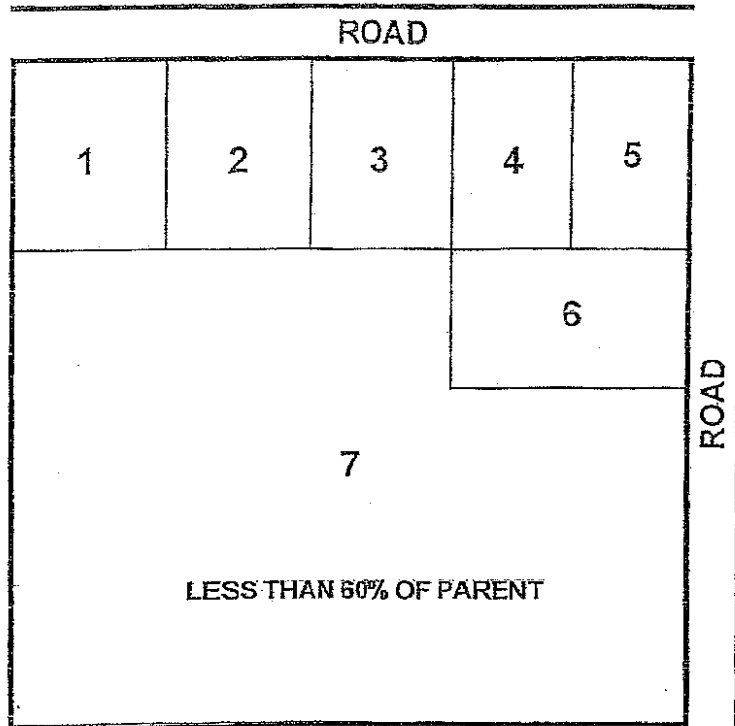


**Parent Parcel:**  
**20.00 - 29.99 Acres**  
**5 Divisions, 2 Bonus Divisions**  
*(Reasons for bonus divisions:  
 creating a new private road,  
 no new driveway access  
 to main road)*

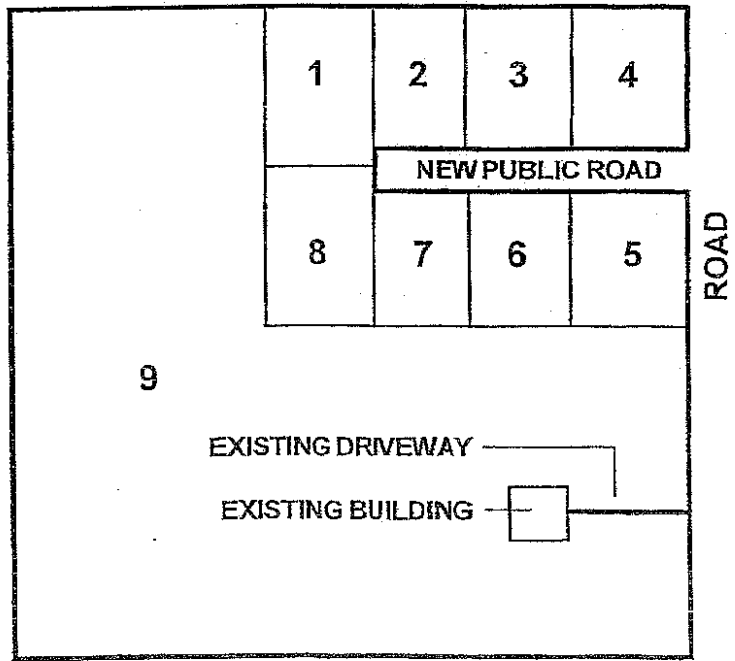


**Parent Parcel:**  
**20.00 - 29.99 Acres**  
**5 Divisions, 1 Bonus Division**  
*(Reasons for bonus division:  
 creating a new public road)*

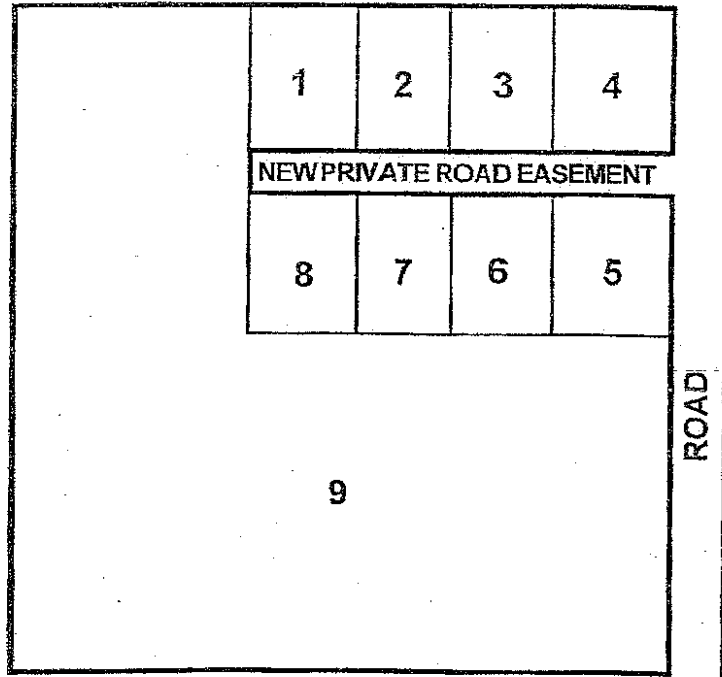
Parent Parcel:  
 40.00 - 49.99 Acres  
 7 Divisions, No Bonuses



Parent Parcel:  
 40.00 - 49.99 Acres  
 7 Divisions, 2 Bonus Divisions  
*(Reasons for bonus divisions:  
 creating a new public road,  
 no new driveway access  
 to main road)*



**Parent Parcel:**  
40.00 - 49.99 Acres  
**7 Divisions, 2 Bonus Divisions**  
*(Reasons for bonus divisions:  
creating a new private road,  
no new driveway access  
to main road)*



**NOTICE OF DECISION  
REGARDING A LAND DIVISION APPLICATION**

**Charter Township of Lyon  
Oakland County, Michigan**

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

Name of Applicant: \_\_\_\_\_

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

**Your Land Division Application Has Been:**     **APPROVED**     **DISAPPROVED**

**If approved, the approval is subject to the following conditions:**

1.     A drawing prepared by a professional land surveyor must be submitted, showing the boundaries and dimensions of all new parcels (per Section 4.02 of the Land Division Ordinance).
2.     A legal description for each new parcel must be submitted.
3.     If a transfer of division rights occurred, then written notice shall be provided in accordance with Section 109(2) of Michigan Public Act 288 of 1967, as amended.
4.     Evidence that deeds and transfer documents have been recorded with the Oakland County Register of Deeds shall be submitted. The deeds shall contain the statements specified in Section 109, sub-sections (3) and (4) of Michigan Public Act 288 of 1967, as amended.

**Approval of a division of land is not a determination that the resulting parcels comply with other ordinances and regulations. The Township and its officers and employees shall not be liable for approving a land division if building permits for construction on the parcels are subsequently denied because of inadequate water supply, inadequate sewage facilities, or other reasons.**

**If disapproved, the reasons for disapproval are as follows:**

- Incomplete application
- Incomplete information about transfer of division rights
- Proposed number of parcels exceeds permitted amount
- Proposed parcels do not comply with depth-to-width ratio specified in the Land Division Ordinance
- Proposed parcels do not comply with lot width, lot size, or other zoning requirements
- Taxes on the land have not been paid
- Consent of titleholder has not been provided
- Other reasons: \_\_\_\_\_

\_\_\_\_\_  
Township Supervisor

\_\_\_\_\_  
Date