

Application for Land Division

Received

File Number



8555 Kalamazoo Ave SE
Caledonia, MI 49316
(616) 698-6640 • www.gainestownship.org

Project Address	Street:		City:		Zip:	
Parcel Number(s)	41-22-		41-22-			
Owner Name						
Owner Address	Street:		City:		Zip:	
Phone No. & Email	/					
Applicant Name						
Applicant Address	Street:		City:		Zip:	
Phone No. & Email	/					
Brief Description of Division, Combination, or Line Adjustment						
<i>I grant Township staff permission to enter onto the subject property in review of this application, certify the correctness and knowledge of the information submitted, and agree to comply with the terms and requirements of all applicable Township ordinances.</i>						
Owner Signature						
For Township Use Only						
Project Zone	☐ RR	☐ SR	☐ VR	☐ MFR	☐ VN	☐ NC
	☐ GC	☐ OS	☐ MB	☐ LI	☐ HI	☐ PUD
Project Type	☐ Land Division		☐ Land Combo		☐ Lot Line Adj	
	☐ Road Maint. Agmt.		☐ Plat		☐ Site Condo	
Zoning Administrator	☐ Approved		☐ Approved w/Conditions			
	☐ Denied		☐ Withdrawn			
Signature				Date		
Notes						

Application for Land Division

SIGNATURE OF ALL OWNERS (Proof of Ownership Required)

Signature

Date

Print Name

Signature

Date

Print Name

Signature

Date

Print Name

Signature

Date

Print Name

TOWNSHIP USE ONLY

Parcels Involved

1. 41-22-_____

2. 41-22-_____

3. 41-22-_____

4. 41-22-_____

Split History

Current Splits Available: _____ Potential Bonus Splits: _____

Number Being Used: _____ Number Being Transferred: _____

Number Left for Remainder: _____ Parcel A _____ Parcel B _____ Parcel C _____

Application for Land Division

Plats and site condominiums must follow land division process outlined in Section 22 of the Gaines Charter Township Code of Ordinances 22-56 through 22-72 (Plats), and 22-105 through 22-110 (Condominiums).

CHECKLIST FOR LAND DIVISIONS	
General Information	
Proof of ownership (deed)- for all affected parcels	
Application is signed by property owner, and applicant (if different)- for all affected parcels	
Certification by Kent County that all due and payable taxes and special assessments have been paid (divisions only)	
Certified Survey	
Current Legal Description	
Proposed boundary adjustments/transfer parcels with legals	
Final parcel arrangement legal descriptions	
Existing and/or proposed access road, rights-of-way, and utility easements	
Existing improvements (buildings, wells, septic system, driveways, etc.)	
Supplemental Information	
Complete Form L-4260a , Allocation of Divisions	
Review materials from the Kent County Road Commission or MDOT for each proposed new road, easement or shared driveway	
For lots under one (1) acre; Proposed new lot has a public water and/or sewer system available and accessible, OR the proposed new lot is permitted by Kent County Health Department for on-site sewage management and water supply.	
Road Maintenance Agreement required if shared drive or private road is being created or extended, or if parcels are being added to an existing road.	