



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

517-626-6593

517-626-6405 Fax

[www.watertownmi.gov](http://www.watertownmi.gov)

## Application for Preliminary Plat

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Applicant Name \_\_\_\_\_

Applicant Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Office Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Name of Subdivision \_\_\_\_\_

Address of Subdivision \_\_\_\_\_

Parcel # 19- 150- \_\_\_\_\_

Zoning District \_\_\_\_\_

Property Owner Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

*\*\*If the applicant is not the property owner, the applicant shall submit a certified statement by the property owner stating that the applicant is acting on the owner's behalf.*

Name of Developer \_\_\_\_\_

Address of Developer \_\_\_\_\_

Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Name of Engineer \_\_\_\_\_

Address of Engineer \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Name of Surveyor \_\_\_\_\_

Address of Surveyor \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

*Staff use only:*

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

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The Subdivider shall certify that he/she has obtained current copies of the following documents:

- Watertown Charter Township Zoning Ordinance
- Watertown Charter Township Subdivision Ordinance
- Land Division Act, 1967 PA 288, as amended (State)
- Watertown Charter Township Master Plan
- Watertown Charter Township Sewer Ordinance
- Regulations and/or standards of Clinton County Road Commission, Drain Commission, and, if applicable, Mid-Michigan District Health Department

Initial to certify: \_\_\_\_\_ Date: \_\_\_\_\_

### Requirements of Plat

- Size and scale: Preliminary Plat shall be drawn on 24"x36" sheet at a scale of not smaller than 1"=200' and shall show the date and North arrow.
- Name of proposed subdivision.
- Names, addresses, and telephone numbers of the Subdivider and the surveyor preparing the plat and the seal of the surveyor preparing the plat.
- Location of the subdivision giving the numbers of the section, township and range, and the name of the township and county.
- The land use and zoning of the proposed subdivision and adjacent tracts.
- The names of abutting subdivisions and the names, addresses of owners of adjacent properties.
- Statement of intended use of the proposed plat, such as: residential single family and multiple family; local businesses; general business; office; industrial; or agricultural. Shall include proposed sites, if any, for multi-family dwellings. Shall include any sites proposed for open space or recreational use, and indicate all known natural resources and features to be preserved.
- A map of the entire area scheduled for development if the proposed plat is a portion of a larger holding intended for subsequent development. If phasing is intended, a statement of phasing plan must be included.
- A location map showing the relationship of the proposed plat to the surrounding area, including the nearest road intersections.
- Streets, alleys, street names, right-of-way and roadway widths, together with drainage arrows.
- Lot widths, the size of the smallest lot, and the total number of lots.
- Contours shall be shown at 5' foot intervals where slope is greater than 10%, and 2' intervals where slope is 10% or less.
- All governing conditions, such as:
  - (a) Rivers 100-year floodplain, natural watercourses, existing country or private drains
  - (b) Railroads, power lines, and cemeteries or parks
  - (c) All other features that the locations or existence of which might influence the layout of that plat.
- Proposed and existing storm and sanitary sewers, water mains, and their respective profiles or alternate methods.
- Typical cross sections of streets to be constructed including right-of-way width, which shall comply with requirements as established in the Clinton County Road Commission standards for street construction.
- Right-of-way easements, showing location, width and purpose.

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### **Other Information Required:**

- Site Report** – A site report as described in the rules of the Mid-Michigan Health Department (989-224-2195), if the proposed subdivision is not to be served by public sewer and water systems.
- Restrictive Covenants** – Four copies of proposed restrictive covenants and deed restrictions, or state in writing that none are proposed.
- Traffic Engineer Study** – If the proposed subdivision or the entire area schedule for development will contain more than 80 dwelling units, or if the proposed subdivision requires Planned Unit Development approval, or if the proposed subdivision is non-residential, proprietor may be required to submit a professionally prepared traffic engineering study as determined by the Planning Commission.

### **Submittal – The Developer or the Applicant must:**

- Verify that the area for the proposed subdivision is properly zoned for the intended use or that an application for rezoning to the proper zoning district is pending.
- Make investigation with the appropriate officials concerning the adequacy of open spaces, including parks and playgrounds, to serve the proposed subdivision.
- Make an investigation of the present adequacy and proposed development of major throughfares with respect to the proposed subdivision.
- Investigate the availability and adequacy of sewage disposal, water supply and surface drainage in regard to the proposed subdivision.
- Obtain a soil survey, conduct on-site investigation having determined that the soil conditions of the property to be platted are of such a nature that all limitations can reasonably be expected to be overcome by proper planning and construction.

### **Preliminary Engineering Plans**

The Subdivider shall submit five sets of preliminary engineering plans for water, sewers, sidewalks, and other required public improvements. The plans shall contain enough information and detail to enable the Planning Commission or Township Engineer to make preliminary determination as to conformance of the proposed improvements to applicable township regulations and standards.

### **Submittal-Preliminary Plat:**

The Subdivider shall submit ten copies of the preliminary plat on a topographic map, to the Township Clerk at least 30 days before a meeting of the Planning Commission when the plat is scheduled to be considered. Subdivider shall also submit an application form. Signature on the application will grant permission for the Township to make any on-site investigations it deems necessary.

### **Final Preliminary Plat:**

The Subdivider shall submit to the Township Clerk 30 copies of the approved preliminary plat which shall be stamped with date and time received.