



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

517-626-6593

517-626-6405 Fax

www.watertownmi.gov

No lot in a recorded plat shall be divided into more than four parts and the resulting lots shall not be less in area than permitted by the township zoning ordinance. No building permit shall be issued, or any building construction commenced, until the division has been approved. The division of a lot resulting in a smaller area than prescribed herein may be permitted, but only for the purpose of adding to the existing building site or sites, application shall so state and shall be in affidavit form. Unpaid assessments shall be divided between the existing and proposed lot as determined by the township assessor.

Application to Divide Platted Lot(s)

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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 _____

Plat Name/subdivision _____ Lot Number(s) to be divided _____
Address of Lot(s) _____
Zoning District _____

All questions must be answered completely.

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

Required Attachments:

- ☐ Survey or map drawn to scale, with dimensions of existing and proposed parcel(s)
- ☐ Legal descriptions of all parcels created by the proposed division
- ☐ Legal descriptions of any proposed new road or shared driveway
- ☐ Location of existing structures or land improvements (buildings, wells, septic sys., driveways, etc.)
- ☐ Location of existing easements and county drains
- ☐ Means of access to an existing public road, including verification from the Clinton County Road Commission that the proposed division(s) are accessible to an existing public road
- ☐ House number application form (for undeveloped new parcels)

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

- ☐ Each parcel 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 private driveway

Staff use only:

Case Number _____ Date Filed _____ Fee _____ Receipt # _____

