



**CITY OF EAST GRAND RAPIDS  
LAND DIVISION REQUEST APPLICATION**

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

***Note to Applicant:** Please pay careful attention to answer the questions in this application as accurately and completely as possible. This will give you the best possibility of your application appearing on the earliest agenda for action by the City Commission.*

*All requests for a land division are subject to a public hearing. The applicant will be advised of the hearing date, time and location and is requested to present a verbal summary of the request to the City Commission at the public hearing. In addition, the City Services Office will publish notice of the public hearing in a newspaper of general circulation in the local unit of government, as well as, provide notice of the public hearing to all property owners within a 500 foot radius of the subject property not less than fifteen (15) days before the date the application will be considered.*

**A non-refundable filing fee of \$300.00 must accompany your application.**

Property Owner (1):		Property Owner (2):	
Address:		Address:	
Daytime Phone:		Daytime Phone:	
Property Address (If different from above)		Property Address (If different from above)	
Permanent Parcel No.		Permanent Parcel No.	

This Land Division/Lot Split is to:

\_\_\_\_\_ Create additional buildable lot(s)

\_\_\_\_\_ Relocate existing property line between residences

\_\_\_\_\_ Other – Please describe: \_\_\_\_\_

**The following items shall be provided with the application (please attach all necessary documents):**

1. Legal description of property(ies).
2. A survey prepared by a registered surveyor of the parcel as it exists, including all buildings located on the parcel, and showing the proposed lot division or partition, including the minimum building setback lines as required for the zoning district in which the property is located for each parcel.

(over)

3. A copy of a title search showing restrictions and covenants applicable to the parcel. In addition, include any restrictions or covenants which the owner intends to place on the resulting parcels should the proposed land division be approved.
4. A statement of impact on properties in the surrounding area resulting from the proposed submission. This statement shall include, but not be limited to, a review of the standards set forth in Section 5.406A(3) of the code. (Copy attached.)
5. Other information as may be requested by city staff such as information regarding the location of drainage courses.

Signature of Property Owner 1	Date
Signature of Property Owner 2	Date

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Do not write below this line – Office use only.

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Commission Approval Date: \_\_\_\_\_

New Permanent Parcel ID # (s): \_\_\_\_\_

\_\_\_\_\_

New Street Address(es): \_\_\_\_\_

\_\_\_\_\_



City of East Grand Rapids  
City Services  
750 Lakeside Dr. SE, East Grand Rapids, MI 49506  
Phone 616.940.4817 FAX 616.831-6121

AN ORDINANCE TO AMEND SECTION 5.406 OF  
CHAPTER 54 OF TITLE V OF THE CODE OF THE CITY OF  
EAST GRAND RAPIDS

**THE CITY OF EAST GRAND RAPIDS ORDAINS:**

Section 1. Subsection A(3) of Section 5.406 of Chapter 54 of Title V of the Code of the City of East Grand Rapids is amended in its entirety to read as follows:

- “(3) The proposed land division will not adversely affect adjacent uses or properties and will be consistent and harmonious with the character of adjacent properties in the surrounding area. The city commission’s review will include consideration of the following:
  - (a) The conformity of the resultant parcels with zoning ordinance standards and the creation of parcels consistent and in harmony with parcels within 500 feet of the proposed split.
  - (b) The location and size of the resultant parcels in relation to the size, shape, and area of lots in the surrounding area of the proposed split. For these purposes, parcels within 500 feet of the proposed split may be reviewed. In reviewing conformity with properties in the surrounding area, factors which should be considered are total size of the parcels created, the width of such parcels, and the width-to-depth ratio of the parcels.
  - (c) The existence of and effect upon floodplain areas, wetlands, drainage courses, and terrain and the ability to develop building sites on each parcel without unreasonable disturbance of such features.
  - (d) The relationship of front, side, and rear yards to yards and orientation of buildings on other existing parcels adjoining the proposed parcels. For these purposes, parcels within 500 feet of the proposed split will be reviewed.”