

# Village of Ravenna

12090 CROCKERY CREEK DRIVE • RAVENNA, MICHIGAN 49451 • TELEPHONE (231) 853-2360 • FAX (231) 853-6443

## APPLICATION FOR LOT SPLIT UNDER ZONING ORDINANCE SECTION 190.319 (NOT LAND DIVISION APPROVAL UNDER THE LAND DIVISION ACT)

Date: \_\_\_\_\_ Application Fee: \$ \_\_\_\_\_  
(must accompany completed application)

1. Property Address to be Split: \_\_\_\_\_  
Parcel Number: \_\_\_\_\_  
Zone District: \_\_\_\_\_ (obtain from Zoning Administrator)

2. Applicant Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Relationship of Applicant to Property Owner: \_\_\_\_\_

3. Property Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_

4. A DRAWING **must** be attached. Note: **The drawing must be based on, or be a true copy of, a property survey and indicate the following:**

- (A) The existing lot and proposed lots. Use dotted lines to show all proposed lot lines, length of lot lines in feet, and total square feet (or acreage) of each lot.
- (B) Legal description of the existing lot and proposed lots.
- (C) North arrow, and scale of drawing or survey.
- (D) Locations and dimensions of all property lines, abutting rights-of-way, easements, setbacks, off-street parking, proposed landscaping, and existing and/or proposed structures and additions.
- (E) Location and dimensions of all existing and proposed private driveways or private roads. Indicate any new roads that will be deeded to the Village.
- (F) All existing property or proposed lots that front or abut a lake, pond, river, creek, or other body of water.

(continued on reverse side)

5. Applicant Certification.

**By my signature below, I certify that I am the property owner, agent of the owner, or authorized by the property owner to submit this application. Further, I certify that the information provided within or attached to this application is, to the best of my knowledge, true and accurate. I hereby authorize the Village to enter the property associated with this application for purposes of conducting necessary site inspections.**

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

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\*\*\*\*\*

**FOR VILLAGE USE ONLY:**

Date Application Received: \_\_\_\_\_

Application Fee Received: \$ \_\_\_\_\_

Escrow Payment Received: \_\_\_\_\_

Escrow Payment Charged: \_\_\_\_\_

Approved: \_\_\_\_\_

Denied: \_\_\_\_\_

Approved with the following condition(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Denied for the following reason(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Zoning Administrator/Village Official: \_\_\_\_\_ Date: \_\_\_\_\_

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Lot Split Application – per Zoning Ordinance, Section 190.319

Copy to: Assessor – Ravenna Township