

**VILLAGE OF MATTAWAN
LAND DIVISION ORDINANCE
ORDINANCE NO. 167**

An ordinance to regulate the creation, partitioning and division of parcels or tracts of land, enacted pursuant but not limited to Michigan Public Act 288 of 1967, as amended, being the Michigan Land Division Act, Act 359 of 1947, as amended, and Act 246 of 1945, as amended, being the Village General Ordinance statute 142: to provide a procedure therefore; to repeal any ordinance or provision thereof in conflict herewith; and to prescribe penalties and enforcement remedies for the violation of this Ordinance.

VILLAGE OF MATTAWAN, VAN BUREN COUNTY, MICHIGAN ORDAINS:

SECTION 1 TITLE

This ordinance shall be known and cited as the "Mattawan Land Division Ordinance."

SECTION 2 PURPOSE AND SCOPE

- A. The purpose of this Ordinance is to implement the provisions of the Michigan Land Division Act (1967 PA 288, as amended, formerly known as the Subdivision Control Act) ("Act") and amend Ordinance 142 of Mattawan Ordinance, to prevent the creation of parcels of property and access easements which do not comply with applicable ordinances, zoning regulations and said Act, to minimize potential boundary disputes, to monitor the creation of new parcels and easements, to prevent illegal land divisions and to ensure that newly-created parcels are not landlocked, to prevent the creation of unusable lots due to noncompliance with the Village of Mattawan Zoning Ordinance or other ordinances, to assure orderly development within the community, and to otherwise provide for the health, safety and welfare of the residents and property owners of Village of Mattawan by establishing reasonable standards for prior review and approval of all land divisions within Mattawan Village.
- B. Approval of any land division pursuant to this Ordinance shall not provide, constitute, infer or imply use or zoning approval of any such division or resulting parcels or assure or imply buildability. Such use of land must still comply with the Village Zoning Ordinance and any other applicable ordinances, laws or regulations, and it remains the responsibility of the property owner to ensure such compliance.
- C. It is not intended by this Ordinance to repeal, abrogate, annul, or in any other way impair or interfere with provisions of the Village Zoning Ordinance or of other laws or ordinances or of any private restrictions placed upon property by covenant, deed, or other private agreement; provided, however, that where any provision of this Ordinance imposes more stringent requirements, regulations, restrictions, or limitations upon the division or use of land, easements or buildings than are imposed or required by the provisions of any restrictions or any other law or ordinance, or any of said rules, regulations or permits, then the provisions of this Ordinance shall govern.

SECTION 3 DEFINITIONS

For purposes of this Ordinance to amend Section 1.7 of Article 61 of Ordinance 142, certain terms and words used herein shall be added to Article 142, and have the following meaning:

- A. "Act" - Public Act No. 288 of 1967, as amended (including, but not limited to, Public Act No. 591 of 1996, being the Michigan Land Division Act (MCIA 560. 101 *et seq.*)
- B. "Applicant" - a natural person, firm, association, partnership, corporation, estate, entity, or combination of any of them that holds an ownership interest in land whether recorded, or not.
- C. "County" - Van Buren County, Michigan.
- D. "Divided" or "Division" - the creation, partitioning or splitting of a parcel or tract of land by the owner thereof or by his or her heirs, executors, administrators, legal representatives, successors or assigns, for the purpose of sale, transfer or lease of more than one (1) year, or of building development that results in one or more parcels. For purposes of this definition, "divided" or "division" shall include, but not be limited to, the creation of one or more access easements, parcels, lots or site condominium units whether created by partition, deed, land contract, a lease over one (1) year or other written agreement, whether or not recorded

with the County Register of Deeds and Records. "Divide" or "division" shall also include the adjustment or reconfiguration of property lines and the creation or development of site condominium units or projects.

- E. "Governing Body" - the Mattawan Village Council.
- F. Except as expressly otherwise stated in this amendment to Ordinance 142 and Ordinance 142, the definitions of the Act, as amended, are hereby incorporated by reference and are made a part of this Ordinance.
- G. For purposes of Sections 105(b) and 109(l)(d) of the Act, the word "area" shall mean any dimensional or space requirement of the Mattawan Zoning Ordinance, as amended, including, but not limited to, size, road frontage, easement regulations and similar requirements.
- H. For purposes of Sections 105(b) and 109(l)(c) of the Act, the word "width" shall be as defined in the Mattawan Zoning Ordinance, as amended, and shall also include road or street frontage requirements of that Zoning Ordinance.
- I. For purposes of this Ordinance, "lot" or "parcel" shall be used interchangeably.

SECTION 4 PRIOR APPROVAL REQUIREMENT FOR LAND DIVISIONS

Land in the Village shall not be divided and access easements shall not be created without the prior review and approval of the Village Planner (or such other official as is designated by the Mattawan Village Council by resolution from time to time) in accordance with this Ordinance and the Act, except that a parcel proposed for Subdivision through a recorded plat pursuant to the Village's Land Subdivision Ordinance (142) and the Act shall be exempted from this requirement. If a proposed land division involves the division of one or more existing platted lots or the reconfiguration or adjustment of a boundary line of an existing platted lot, this Ordinance (including, but not limited to, its review and approval requirements) shall be applicable. The creation or alteration of site condominium units and developments shall also be subject to the review and approval requirements of this Ordinance.

SECTION 5 APPLICATION FOR LAND DIVISION APPROVAL

An applicant shall file all of the following with the Village Manager or other official designated by the Village Council for review and approval of a proposed land division before making any division either by recorded or unrecorded deed, land contract, lease for more than one (1) year, or for building development:

- A. A completed application form, together with all required supporting materials, as provided by the Village of Mattawan.
- B. Written proof of fee ownership of the land proposed to be divided and a signature on the application by the fee title owner of the property.
- C. A survey map of the land proposed to be divided, prepared pursuant to the survey map requirements of 1970 Public Act 132, as amended (MCL 54.211), by a land surveyor licensed by the State of Michigan and showing the dimensions and legal descriptions of the existing parcel, the parcels proposed to be created by the divisions (including "remnant" parcels or those to be retained by the owner) and any easements, the location of all existing structures and other land improvements, and the accessibility of the parcels for vehicular traffic and utilities from existing public roads.

In lieu of such survey map, at the applicant's option, the applicant may waive the 45 day statutory requirement for a decision on the application until such survey map and legal description are filed with the Village and submit a tentative preliminary parcel map drawn to scale of not less than 1" = 60' including an accurate legal description of each proposed division, and showing the boundary lines, dimensions, easements, and the accessibility of each division from existing or proposed public roads for automobile traffic and public utilities, for preliminary review, approval, and/or denial by the Villager Planner or other designated

official prior to a final application under this Section 5. Additionally, the Village Planner may waive the survey requirement for good cause shown if the materials submitted by the applicant are sufficient for an adequate and accurate legal description and to also show that all requirements of this Ordinance and the Act have been met.

- D. Proof that all standards of the Act, this Ordinance and other applicable ordinances and laws have been met.
- E. The history and specifications of any previous divisions of land of which the proposed division was a part sufficient to establish that the parcel to be divided was lawfully in existence as of March 31, 1997, the effective date of the Act. The Village may

require that the applicant provide a title search by a title insurance company if it is reasonably necessary for the Village to determine whether the proposed land division will meet the requirements of this Ordinance and the Act.

- F. Proof that all due and payable property taxes and/or installments of special assessments pertaining to the land proposed to be divided are paid in full.
- G. If transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the proposed division rights transfer.
- H. Unless a division creates a parcel which is acknowledged and declared to be "not buildable" under Section 8 of this Ordinance, the applicant shall provide sufficient information to show that all divisions shall result in "buildable" parcels containing sufficient "buildable" area outside of unbuildable wetlands, flood plains and other areas where buildings are prohibited therefrom, and with sufficient area to comply with all required setback provisions, minimum floor areas, off-street parking spaces, on-site sewage disposal and water well locations (where public water and sewer service is not available), and maximum allowed area coverage of buildings and structures on the site.
- I. The full fee in an amount as may from time to time be established by resolution of the Village Council for land division reviews pursuant to this Ordinance to cover the costs of review of the application and administration of this Ordinance, as specified in Section 10.

SECTION 6 PROCEDURE FOR REVIEW OF APPLICATIONS FOR LAND DIVISION APPROVAL

- A. Upon receipt of a complete land division application package from an applicant, the Village Planner or other official designated by the Village Council shall forthwith submit the same to the Village Manager or other designated official for decision. The Village Manager or other designee shall (i) approve, (ii) approve with reasonable conditions to assure compliance with applicable ordinances and the protection of public health, safety and welfare, or (iii) disapprove the land division applied for within 45 days after receipt of the complete application package conforming to this Ordinance's requirements (including any and all required zoning and private road approvals) and shall promptly notify the applicant in writing of the decisions and the reasons for any denial.

If the application package does not conform to this Ordinance's requirements and the Act, the Village Planner or other designee shall return the same to the applicant for completion and re-filing in accordance with this Ordinance and the Act.

- B. Any person or entity aggrieved by the decision of the Village Planner or designee may, within 30 days of said decision, appeal the decision to the Village Planning Commission (or such other board or person designated by the Village Council) which shall consider and resolve such appeal by a majority vote of said Board or by the designee at its next regular meeting or session affording sufficient time for a 20-day prior written notice to the applicant (and the property owner where other than the applicant) of the time and date of said meeting and appellate hearing. Any such appeal shall be in writing and must be filed with the Village Clerk within said thirty- (30) day time limit.
- C. Preliminary land division approval shall be valid for one (1) year after the preliminary approval date by the Village. If the proposed divisions are not properly transferred by deed within one (1) year of preliminary approval the divisions will be considered null and void and a new application must be submitted in compliance with the requirements of this Ordinance. If an amendment to the Village Zoning Ordinance or other Village Ordinance becomes effective prior to the divisions being properly transferred by deed, and the amendment applies to any of the resulting parcels, easements, lots or site condominium units in a way which would make the proposed lots, easements, parcels or site condominium units violate the Village Zoning Ordinance or other Village ordinance, the land division approval shall be null and void even if the one-year time limit has not expired. (Amended by Ord. No. 197, eff. 8-10-01)
- D. The Village Planner or designee shall maintain an official record of all approved and accomplished land divisions or transfers.
- E. Approval of a land division does not grant or imply approval for the use of such resulting lots or parcels. Any lot, easement, parcel or site condominium unit created by a land division must still comply with the requirements of the Village Planner (including, but not limited to, minimum lot area and width, road and lake frontage and width requirements, and where applicable, private road requirements) and any other applicable ordinances or regulations.
- F. No permanent parcel number or property tax identification number shall be issued for any new parcel, lot or site condominium unit until and unless a land division approval by the Village has been granted pursuant to this Ordinance and the deed, land

contract or memorandum of land contract creating the land division has been recorded with the County Register of Deeds and Records.

- G. If the land division involves the use or creation of a private road; approval of the private road must be obtained from the Village Engineer in accordance with the Village Zoning Ordinance prior to the approval of the land division.

SECTION 7 STANDARDS FOR APPROVAL OF LAND DIVISIONS

A proposed land division shall be approved only if the following criteria are met:

- A. All the parcels and easements to be created by the proposed land division(s) fully comply with the applicable lot (parcel) yard access and area requirements of the Village Zoning Ordinance and other applicable Village ordinances, including, but not limited to, minimum lot (parcel) frontage/width, minimum road frontage, minimum lot (parcel) area, minimum lot width to depth ratio, setback areas and maximum lot (parcel) coverage and minimum setbacks for existing buildings/structures.
- B. The proposed land divisions must comply with all requirements of the Act, this Ordinance and all other applicable ordinances.
- C. All parcels created and remaining have existing adequate accessibility, or an area available therefor, to a public road for public utilities and emergency and other vehicles not less than the requirements of the Village Zoning Ordinance, major thoroughfare plan, private road regulations and this Ordinance. All proposed parcels shall have frontage on an improved public street or approved private street, at a minimum, equal to the required lot width for the zoning district in which the lot is located, as well as compliance with all applicable public or private street regulations.
- D. The ratio of depth to width of any parcel created by the division (including remnant parcels) shall not exceed 4:1 unless otherwise provided by the Village Zoning Ordinance. (Amended by Ord. No. 197, eff. 8-10-01)
- E. Where accessibility is to be provided by a proposed new dedicated public road, proof that the Village Engineer has approved the proposed layout and construction design of the road and of utility easements and drainage facilities connected therewith.
- F. The Village may require such additional conditions and safeguards as are deemed necessary to ensure compliance with the requirements of this Ordinance.
- G. The Village Council may establish reasonable fees for Village review and approval of land divisions, easements, and condominiums hereunder. Additionally, the Village may require the applicant to reimburse the Village for fees and costs incurred by the Village Attorney and/or Village Engineer in reviewing the proposed land division, easements, or condominium units. No land division or easement approval or permit shall be effective until all such fees and reimbursements have been paid to the Village in full.
- H. Within ten (10) days of the date the applicant receives the recorded copy of the deed, land contract, memorandum of land contract or easement agreement back from the County Register of Deeds and Records (with the county stamps thereon), the applicant shall provide the Village with copies of the same so that the Village can verify that the resulting lots, parcels, condominium units and/or easements created by the recordings complies with the Village approval.
- I. No land division shall be approved until all ad valorem property taxes due and owing on the original parcel have been paid in full to the Village and/or County, other units, and all special assessments and charges in lieu of special assessments, due and owing against the original parcel have been paid to the Village in full. Additionally, no land division shall be approved until all indebtedness of the owners of the original parcel has been paid in full to the Village.

SECTION 8 ALLOWANCE FOR APPROVAL OF OTHER LAND DIVISIONS

Notwithstanding disqualification from approval pursuant to this Ordinance, a proposed land division which does not fully comply with the applicable lot, yard, accessibility and area requirements of the Village Zoning Ordinance or this Ordinance may be approved by the Village Planner (or other person designated by the Village Council) in any of the following circumstances:

- A. Where the applicant executes and records a permanent deed restriction with the County Register of Deeds, in a form acceptable to the Village designating the parcel as "not buildable" and also not usable for anything other than agricultural or passive uses, which restrictions shall be enforceable by the Village.

Any such parcel shall also be designated as "not buildable" in the Village records, and shall not thereafter be the subject of a request to the Zoning Board of Appeals for variance relief from the applicable lot and/or area requirements, and shall not be developed with any building or above ground structure exceeding one (1) foot in height or used except for agricultural or passive uses.

- B. Where the proposed land division involves only the minor adjustment of a common boundary line or involves a conveyance between adjoining properties which does not result in either parcel violating this Ordinance, the Village Zoning Ordinance, or the Act and the Village Planner (or designee) determines the boundary adjustments to be minor.

SECTION 9 CONSEQUENCES OF NONCOMPLIANCE WITH THE LAND DIVISION APPROVAL REQUIREMENT

Any parcel or easement created in violation of or noncompliance with this Ordinance shall not be eligible for any building permits or zoning approvals such as special land use approval and site plan approval. Furthermore, no parcel, lot, site condominium unit or easement created in violation of this Ordinance or the Act shall be utilized for any purpose whatsoever, nor shall such land division be recognized. In addition, a violation of this Ordinance shall also subject the violator to the penalties and enforcement actions set forth in Section 11 of this Ordinance, and as may otherwise be provided by law.

In addition to the other remedies provided herein, the Village Planner is authorized to deny or rescind a permanent parcel number or property tax identification number for any lot, parcel or site condominium unit created in violation of this Ordinance and to also formally request that County officials either rescind or refuse to issue such a property tax identifying number for any lot, parcel or site condominium unit created in violation of this Ordinance, where applicable.

SECTION 10 FEES, ASSESSMENTS AND CHARGES

All land divisions which are not otherwise exempt shall be reviewed for approval by the Village of Mattawan for a nonrefundable fee of \$150 plus \$20 for each proposed division over two. Special Attorney, Engineer, Planner fees shall also be charged as needed. Such fees shall be set in the future from time to time by action of the Village Council as necessary.

SECTION 11 PENALTIES AND ENFORCEMENT

Any person who violates any of the provisions of this Ordinance shall upon conviction be deemed guilty of a criminal misdemeanor and shall be punished by a fine of not more than \$500 or by imprisonment in the county jail for not to exceed 90 days or by both such fine and imprisonment, plus the costs of prosecution.

Any person who violates any of the provisions of this Ordinance shall also be subject to civil action seeking invalidation of the land division and appropriate injunctive or other relief.

Any parcel, lot, site condominium unit, easement or land division created in violation of this Ordinance is hereby declared to be a nuisance, which is subject to abatement, by the Village.

SECTION 12 SEVERABILITY

The provisions of this Ordinance are hereby declared to be severable and if any clause, sentence, word, section or provision is declared void or unenforceable for any reason by any court of competent jurisdiction, it shall not affect any portion of this Ordinance other than said part or portion thereof.

SECTION 13 REPEAL

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed, except that this Ordinance shall not be construed to repeal any provision in the Village Zoning Ordinance or the Village's building code.

SECTION 14 EFFECTIVE DATE

This Ordinance shall take effect 30 days following its publication (or a summary thereof) after adoption. (Ord. No. 167, eff. 6-1-01; amended by Ord. No. 197, eff. 8-10-01)