

Monitor Township Number of splits allowed by Statute _____ Parcel # _____
2483 Midland Rd Number of splits requested: _____ Name: _____
Bay City, MI 48706 Control No.: LD 2013 - _____ Date: _____ / _____ / _____
(989) 684-7203

LAND DIVISION APPLICATION

You MUST answer all questions and include all attachments, or this will be returned to you. RETURN TO: Assessor

Approval of a division of land is required before it is sold, when the new parcel is less than 40 acres and not just a property line adjustment. Property Line Adjustment change need approval for the purpose of keeping the property records current and correct. On the lines below, fill in where you want this form sent, when the review is completed.

NAME: _____ This form is designed to comply with applicable local zoning, land
ADDRESS: _____ division ordinances and Sec 109 of the Michigan Land Division Act
CITY, STATE, ZIP: _____ (formerly the subdivision control act, P.A. 591 of 1996.) MCL 560.
101 et. seq.

1. LOCATION of parent parcel to be divided:

Address: _____ Road Name: _____

Parent Parcel No. - - - - - Map Page: _____ Map ID: _____

Legal description of Parent Parcel (attach extra sheet if necessary)

2. PROPERTY OWNER Information:

Name: _____ Phone No.: (_____) - _____ - _____

Address: _____ Road Name: _____

City: _____ State: _____ Zip Code: _____

3. APPLICANT information (if not property owner)

Contact Person's Name: _____ Business Name: _____

Address: _____ Phone No.: (_____) - _____ - _____

City: _____ State: _____ Zip Code: _____

4. PROPOSAL: Describe the division (s) being proposed:

- A. Number of new parcels: _____
- B. Intended use: ie;(residential, commercial, etc.)
- C. The division of the parcel provides access to an existing public road by: (check one)
 - _____ Each new division has frontage on an existing public road
 - _____ A new public road, proposed road name:
(Road name cannot duplicate an existing name located within this unit of government)
 - _____ A new private road 66 feet in width, for one or more buildable lot(s) proposed road name:
(Road name cannot duplicate an existing name located within this unit of government)
 - _____ A recorded easement (driveway). (Not less than 33 feet in width. (Which does not create a buildable lot.)
- D. Attach a legal description of any proposed new road, easement or shared driveway.
- E. Attach a legal description for each proposed new parcel and the remaining portion of the parent parcel.

5. DIVISIONS BEING TRANSFERRED:

- A. Number of future divisions that could be allowed, but are not allowed, and are not included in this application. # of divisions: _____
- B. The number of future divisions being transferred from the parent parcel to another parcel? # of divisions: _____
- C. Number of divisions transferred by deed to parent parcel. _____ (Attach copy of deed if sale is after April 1, 1997.)

Identify the other parcel(s):

Parcel No. _____ # of divisions transferred: _____
(New parent)

Parcel No. _____ # of divisions transferred: _____ Parcel No. _____

_____ # of divisions transferred: _____ Parcel No. _____

_____ # of divisions transferred: _____

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 09(4) of the Statute.)

6. DEVELOPMENT SITE LIMITS: Check each that represents a condition which exists on the parent parcel or any part of the parcel:

- _____ is riparian or littoral (it is a river or lake front parcel)
- _____ includes a wetland
- _____ includes a beach
- _____ is within a flood plain
- _____ includes slopes more than twenty five percent (a 1:4 pitch or 14° angle) or steeper
- _____ is on muck soils or soils known to have severe limitation for onsite sewage systems
- _____ is known or suspected to have an abandoned well, underground storage tank or contaminated soils

7. ATTACHMENTS: (All attachments **must** be included). Identify each attachment as shown here.

- _____ A. 1. A survey, sealed by a professional surveyor at a scale of no less than 1" = 200' of proposed division(s) of parent parcel;
- OR** 2. A map/drawing to scale of no less than 1" = 200', of proposed division(s) of parent parcel **and waive the 45 day time limit by signing here:** Signature: _____

The survey or map must show:

- (1) current boundaries (as of March 31, 1997), and
- (2) all previous divisions made after March 31, 1997 (indicate when made or none)
- (3) the proposed division(s), and
- (4) dimensions of the proposed divisions, and
- (5) existing and proposed road/easement rights-of-way, and easements for public utilities from each parcel to existing public utility facilities, &
- (6) any existing improvements (buildings, wells, septic system, driveways ..) &
- (7) any of the features checked in **question number 6**

_____ B. A soil evaluation or septic system permit **for each proposed parcel** of less than one acre prepared by the Health Department, or an indication that approval will occur for service by public sewer system. **Otherwise** attach a letter of agreement that the divided parcel is (unbuildable) and the following phrase must be included as part of the legal description on the deed or land contract. ***(It has been determined and agreed to that the hereto described property is to be forever considered to be an unbuildable site as is defined by the (Monitor Township Land Division Ordinance.)***

Owners signature of agreement: _____ Dated: ____ / ____ / ____

_____ C. An evaluation/indication that approval will occur for service by a public water system, or a well permit for potable water if public water is not available, **for each proposed parcel**, if building construction is intended. **Otherwise** attach a letter of agreement that the divided parcel is (unbuildable) and the following phrase must be included as part of the legal description on the deed or land contract. ***[It has been determined and agreed to that the hereto described property is to be forever considered to be an unbuildable site as is defined by the (Monitor Township) Land Division Ordinance.]***

Owners Signature of Agreement: _____ Date: ____ / ____ / ____

- _____ D. Indication of approval, or permit from the County Road Commission, MDOT, or Zoning Administrator for each proposed new road, easement or shared driveway
- _____ E. A copy of any transferred division rights (Sec 109(4)of the Act) in the parent parcel
- _____ F. A fee of \$ _____
- _____ G. Release from County Drain Commissioner (unless waived)
- _____ H. Proof of ownership or letter of authorization as agent.
- _____ I. Proof that all taxes and/or special assessments are paid to current status.

IMPROVEMENTS: Describe any existing improvement (buildings, well, septic, etc.) which are on the parent parcel or indicate none (attach extra sheets if needed):

AFFIDAVIT and PERMISSION for municipal, county and state officials to enter the property for inspections:

I hereby agree that the statements made above are true, and if found not to be true this application and any approval will be void.

Further, I agree to comply with the condition and regulations provided with the parent parcel division.

Further, I agree to give permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information of the application is correct at a time mutually agreed with the applicant.

Further, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act (formerly the Subdivision Control Act P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et.seq.), and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Further, I understand that all existing special assessments will remain with the parent parcel or may be paid in full before the land division is approved. I also understand that taxes will not be prorated by the Assessor's or Treasurer's office of this municipality.

Finally, even if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed, the divisions made here must comply with the new requirements unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds of (Bay) County or the division is built upon before the changes to the law are made. (If the above is not accomplished, I realize there will be a need for the land division to be processed again.)

Property Owner's Signature: _____ **Date:** _____

Reviewer's Action: Total fee received: \$ _____ **Receipt No.** _____

Received By: _____

_____ **Approved:** Conditions, if any: _____

_____ **Denied:** Reasons: _____

Signature: _____ **Date:** _____

STAFF NOTE: If this portion of the application is blank, see the attached review sheets.