

CHARTER TOWNSHIP OF COMSTOCK



TOWNSHIP LAND DIVISION APPLICATION
To The Township Assessor

Date Received by Assessor:

Reference Township General Ordinance No. 355 & 442

ALL QUESTIONS MUST BE ANSWERED AND ALL ATTACHMENTS INCLUDED FOR PROCESSING OF THIS APPLICATION.

Approval of a division of land is required before it is sold, when a new parcel is less than 40 acres and not just a property line adjustment (Sec 102e & f). ***This form is designed to comply with applicable zoning, land division ordinance, and Section 108 and 109 of the Michigan Land Division Act (formerly the subdivision control act PA 288 of 1967 as amended particularly by PA 591 of 1996 and PA 87 of 1997, MCL 560.101 et. seq.).***

\$_____ **APPLICATION FEE** – The fee is \$150.00 for each parcel created (the remaining parent parcel/tract counts as one division during first split). A fee of 75.00 is charged for each lot line adjustment, and/or combination. All other splits exempt under PA 591 are still required to complete the application but are not required to pay the fee and the number of exempt divisions taken do not count against the number of state entitled divisions. **FEE IS NON-REFUNDABLE FOR VOID OR DENIED APPLICATIONS.**

APPLICANT'S NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

*PHONE NUMBER: _____

*Where you can be reached for questions or to schedule permission for a possible site visit

A COPY OF THIS FORM WILL BE RETURNED TO THIS ADDRESS

1. Location of parent parcel/tract to be split:

Address (if available): _____ Street/Road Name: _____

Tax Identification Number of parcel to be split: _____

Does owner own any parcels of property contiguous to the parent parcel/tract being split?

YES OR NO (CIRCLE ONE)

If yes, list Tax Identification Number(s) of contiguous properties: _____

Total acreage of parent parcel/tract and all contiguous Property: _____

Number of divisions requested under PA 591: _____

(Remaining parent parcel/tract counts as a division during first split under PA 591)

State law defines a parent tract as all contiguous parcels under the same ownership as of March 31, 1997. The acreage used to develop the amount of divisions a property owner is entitled to is based on the total acreage of the entire parent tract. The remaining parent tract always counts as a new parcel for application fee purposes, but only counts against your number of state entitled divisions the first time a split occurs under PA 591.

2. Property Owner information:

Name: _____ Phone: (____) - _____ - _____

Address: _____

3. Attachments: All attachments must be included for application to be processed.

Letter each attachment as shown here. Label each legal description to correspond with survey.

A. A survey or map/drawing of parent parcel/tract drawn to a scale of 1"=20', 1"=50', 1"=100', 1"=200', 1"=400', or 1"=1000'. The scale used shall best represent the property and improvements. The survey or map/drawing will include the following:

1. Parent parcel/tract boundaries as of March 31, 1997.
2. All previous divisions that have occurred after March 31, 1997.
3. The labeled proposed divisions.
4. Dimensions of the proposed divisions.
5. Scaled location of any improvements (buildings, wells, septic systems, etc.).
6. Existing and proposed road right of ways.

All the legal descriptions for the newly created parcels will be labeled to correspond with the survey or map/drawing.

B. A legal description for the entire parent parcel/tract, the newly created remaining parent parcel/tract, and all other newly created parcels.

4. Affidavit

I agree 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 conditions and regulations provided with this parent parcel division. I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, and the state land division act and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights. Township land division approval in no way guarantees the issuance of a building permit. I realize that the owner splitting the original property can assign future divisions remaining to specific parcels. If no location of these "leftover" splits is designated they are automatically assigned to the remaining parent parcel created [see section 109(2) of the Statute. Make sure your deeds include both statements as required in section 109(3) and 109(4) of the Statute]. I also realize that taxes must be paid in full on the parent parcel for the deeds to be recorded and the split to be processed at the county level and that I must supply recorded or unrecorded documents to the township to finalize the division.

Property Owner's Signature

Date

OFFICE USE ONLY. Please do not mark in boxes below.

New Parcel Identification Number(s): _____

Number of splits allowed by statute: _____ Number of splits requested by applicant: _____

Approved: Conditions, if any; _____

Denied: Reasons; _____

Signature – Township Assessor

Date

Additional Township Review Comments:

ZONING'S REVIEW:

_____ Reviewed

Recommend Approval: _____

Recommend Denial: _____

Comments, if any _____

Signature – Zoning Administrator

Date

TREASURER'S REVIEW:

_____ Reviewed:

Comments, if any _____

TAXES CURRENT: _____ **YES**

_____ **NO**

Signature - Treasurer

Date