

LAND DIVISION/LOT LINE ADJUSTMENT FORM

PO Box 98

Saint Johns MI 48879

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****CHECK PRICING LIST AT CSZSERVICES.COM OR EMAIL REQUEST FOR PRICING****

**** SUMMER & WINTER TAXES HAVE TO BE PAID BY END OF YEAR AND RECEIPTS MUST
BE PROVIDED FOR SPLIT TO TAKE PLACE ****

APPLICANT: NAME: _____

ADDRESS: _____

PHONE: _____

OWNER: NAME: _____

ADDRESS: _____

PHONE: _____

PARENT PARCEL # : _____

PARENT PARCEL ADDRESS: _____

EMAIL ADDRESS: _____

IS THE PARENT PARCEL OR ANY PORTION OF THE PARENT PARCEL IN PA 116 ? _____

**** NEED TO PROVIDE PAPERWORK FOR RELEASE OF PA 116 *****

IS THERE ANY MORTGAGES OR LIENS ON THE PARENT PARCEL ? (IF SO PLEASE MAKE SURE WE HAVE DISCHARGE)

EMAIL/CONTACT INFORMATION FOR REALTOR OR TITLE COMPANY FOR APPROVAL LETTER:

SIGNATURE OF OWNER OR APPLICANT: _____

DATE: _____

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THIS FORM IS DESIGNED TO COMPLY WITH APPLICABLE LOCAL ZONING, LAND DIVISION ORDINANCES AND SEC 108 & 109 OF THE MICHIGAN LAND DIVISION ACT (FORMERLY THE SUBDIVISION CONTROL ACT P.A. 288 OF 1967, AS AMENDED PARTICULARLY BY P.A. 591 OF 1996 AND PA 87 OF 1997, MCL 560.101 ET SEG.)

A CERTIFICATE FROM THE COUNTY TREASURER THAT COMPLIES WITH THE REQUIREMENT OF PA 23 OF 2019 ESTABLISHING ALL PROPERTY TAXES AND SPECIAL ASSESSMENTS DUE ON THE PARCEL OR TRACT SUBJECT TO THE PROPOSED DIVISION HAVE BEEN PAID FOR 5 YEARS PRECEDING THE DATE OF THE APPLICATION.

***** PLEASE BE AWARE LAND DIVISIONS MAY TAKE UP TO 45 DAYS TO BE APPROVED, ZONING ADMINISTRATOR MAY HAVE TO INSPECT PROPERTY, RESEARCH MAY NEED BE DONE AND BOARD APPROVAL ALONG WITH ANY OTHER REQUIREMENTS/ORDINANCES HAVE TO BE MET ******

**** PLEASE PROVIDE THE FOLLOWING INFORMATION TO PROCESS THE LAND DIVISION REQUESTED ****

A SURVEY AND LEGAL DESCRIPTIONS OF ALL PROPOSED LAND DIVISIONS

THE SURVEY MUST SHOW THE FOLLOWING ITEMS:

**** ALL EXISTING IMPROVEMENTS (BUILDINGS, DRIVEWAYS, OUTBUILDINGS ETC)**

**** EXISTING EASEMENTS OR PROPOSED EASEMENTS**

**** DIMENSIONS OF ALL LAND DIVISIONS**

**** A COPY OF THE RECORDED DEED WHEN THE PROPERTY WAS PURCHASED**

**** ALL PARCELS MUST MEET ZONING REQUIREMENTS/ORDINANCES (IF ANY)**

**** NO LAND LOCKED PARCELS MAY BE CREATED**

**** MAXIMUM OF 4 TO 1 DEPTH RATIO**

****PLEASE BE AWARE THAT WITH A LAND DIVISION APPROVAL THIS DOES NOT QUALIFY ANY OR ALL NEW PARCEL(S) COULD OR WILL BE BUILDABLE *** (RF)**

****** NEED TO HAVE A LETTER ALLOWING/RELEASING INTEREST ON PARCEL(S) TO BE SPLIT AND SOLD******

**** PERMISSION FOR MUNICIPAL AND STATE OFFICIALS TO ENTER THE PROPERTY FOR INSPECTIONS:**

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 agree to give permission for officials of the municipality, county and state to enter the property where this parcel division is proposed for purpose of inspection. I understand local ordinances and State Acts change from time to time and must comply with new requirements unless built upon before the changes or laws are made.