

Number of splits allowed by Statute: \_\_\_\_\_ Parcel Number: 80-01-\_\_\_\_\_

Number of splits requested: \_\_\_\_\_ Control Number: \_\_\_\_\_

Name of owner of parcel: \_\_\_\_\_ Date: \_\_\_\_\_

### ALMENA TOWNSHIP LAND DIVISION APPLICATION

*Applicant MUST answer all questions and include all attachments, or this will be returned to you. Mail to Almena Township Hall, 27625 CR 375, Paw Paw, MI 49079*

**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. (Sect. 102 (e&f)).**

This form is designed to comply with applicable local zoning, land division ordinances and Section 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). MCL 560.101 et. Seq.)

In the address section below, fill in where you want this form sent, when the review is completed:

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

#### 1. LOCATION OF PARENT PARCEL TO BE SPLIT:

Address or description of location: \_\_\_\_\_

Parent Parcel Number: 80-01-\_\_\_\_\_

Legal Description of Parent Parcel (attaché extra sheets if needed): \_\_\_\_\_

Township Name: **Almena Township**

#### 2. PROPERTY OWNER INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

AGS Building Dept  
8721 Gulf Rd. Suite B  
Richland, MI 49083  
(269) 629-0600  
(800) 627-2801  
Fax (269) 629-0601

**3. APPLICANT INFORMATION: (if not the property owner)**

Contact Person's Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**4. PROPOSAL: DESCRIBE THE DIVISION(S) BEING PROPOSED:**

1. Number of new parcels: \_\_\_\_\_

2. Intended use (residential, commercial, etc.) \_\_\_\_\_

3. 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 \_\_\_\_\_  
(can not duplicate an existing road name)

\_\_\_\_\_ a new private road/ easement, proposed road name \_\_\_\_\_  
(can not duplicate an existing road name)

\_\_\_\_\_ a recorded easement (driveway) (can not service more than one potential site)

**4A. Write here, or attach a legal description of the proposed new road easement or shared driveway (Attach extra sheets if needed.)** \_\_\_\_\_

**4B. Write here, or attach, a legal description for each new proposed new parcel.**

(Attach extra sheets if needed.) \_\_\_\_\_

**5A. FUTURE DIVISIONS** that might be allowed but not included in this application? \_\_\_\_\_

**5B. The number of future divisions being transferred from the parent parcel to another parcel?** \_\_\_\_\_ **Identify the other parcel:** \_\_\_\_\_

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 109(3) and 109(4) of the Statute)

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

- is a DNR-designated critical sand dune area.
- is riparian or littoral (it is a river or a 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 degree angle) or steeper
- is known or suspected to have an abandoned well, underground storage tank or contaminated soils
- is on muck soils known to have severe limitations for on site sewage systems

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

A. 1. A survey, sealed by a professional surveyor at a scale of 100 feet to the inch, of proposed division(s) of parent parcel.

OR

2. A map/drawing to scale of 100 feet to the inch, of proposed division(s) of parent parcel and the 30 day time limit is waived:

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), and
- 3) the proposed divisions, and
- 4) dimensions of the proposed divisions, and
- 5) existing and proposed road/easement rights-of-way, and
- 6) easements for public utilities from each parcel to existing public utility facilities, and
- 7) any existing improvements (building, wells, septic system, driveways, etc.)
- 8) any of the features checked in question number 6 above.

B. A copy of any transferred division rights (Sect. 109(4) of the Act) in the parent parcel

C. A fee of **\$125**

D. Other: 1) Deed to parent parcel recorded prior 3/31/1997  
2) Proof that all taxes and assessments are paid

**8. IMPROVEMENTS** Please describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel, or indicate none (attach extra sheets if needed):

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**9. AFFIDAVIT** and permission for municipal, county and state officials to enter the property for inspections:

I 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 conditions and regulation provided with this 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 on the application is correct at a time mutually agreed with the applicant. Finally, 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.

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 (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

**Property Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE \_\_\_\_\_

Reviewer's action: \_\_\_\_\_ Total \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

\_\_\_\_\_ Approved: Conditions (if any): \_\_\_\_\_

\_\_\_\_\_ Denied: Reasons (cite section): \_\_\_\_\_

Signature and date: \_\_\_\_\_