

LAND DIVISION APPLICATION

Alpena Township
Assessor's office
(517) 356-9713

You must answer all questions and include all attachments, or this form will be returned to you. Bring or mail this form to : Alpena Township Assessor's Office

4385 U.S. 23 North
Alpena, Mi. 49707

Approval of a division of land is required before it is sold, when a new parcel is less than forty acres and not just a property line adjustment.

On the lines below, fill where you want this form sent , when the review of this application is completed.

Name: _____ This form is designed to comply with applicable
Address: _____ Local zoning, land division ordinances, and
City,State,Zip: _____ sec. 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 1966), MCL 560.101 et.seq.)

1:Location of parent parcel to be split:

A: Address: _____

B: Parent Parcel # : _ _ _ - _ _ _ - _ _ _ - _ _ _

C: Legal Description : _____

D: Township,City,or Village: _____

2: Property Owner information:

A: Name: _____ **Phone:** _____

B: Address: _____

C: City: _____ **State:** _____ **Zip:** _____

3: Applicant information (if not property owner)

A: Contact person: _____

B: Business Name: _____ **Phone:** _____

C: Address: _____

D: City: _____ **State:** _____ **Zip:** _____

4: Proposal: Describe the divisions being proposed:

A: Number of new parcels:_____

B: Intended use(residential,commercial, etc.):_____

C: The division of the parcel provides access to an existing public road by:
(check one)

_____ Each new parcel has frontage on an existing public road.

_____ A new public road, proposed road name:_____
(road name cannot duplicate an existing road name)

_____ A new private road or easement, proposed name:_____
(road name cannot duplicate an existing road name)

_____ A recorded easement (driveway)..(cannot service more than one potential site)

4a. Write here , or attach a legal description of the new road,easement or shared driveway (attach extra sheets if needed):_____

4b. Write here ,or attach a legal description for each 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 sec. 109(2) of the statute. Make sure your deed includes both statements as required in sec.109(3) and 109(4) of statute.)

6. Development site limits: check each box that represents a condition which exists on the parent parcel or any part of that parcel:

___ is on muck soils or soils known to have severe limitations for on site sewage systems

___ is in a DNR – designated critical sand dune area.

___ 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 of more than 25% (a 1:4 pitch or 14 degree angle)

___ is known or suspected to have an abandoned well, underground storage tanks or contaminated soils.

7. Attachments (all attachments must be included. Letter each attachment as shown here).

____ **A. 1. A survey, sealed by a professional surveyor of proposed divisions of parent parcel.**

Or 2. A map or drawing drawn to scale of proposed divisions of parent parcel and the 30 day time limit is waived: signature_____

____ **B. Indication of approval, or permit from County Road Commission, MDOT or respective city/village street administrator for each proposed new road easement or shared driveway.**

____ **C. A copy of any transferred division rights (sec. 109(4) of the act) in the parent parcel.**

____ **D. A fee of \$ 50.00 for the first additional parcel resulting in the proposed division together with \$ 25.00 for each additional parcel in the proposed division.**

____ **E. Other(please list)**_____

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

9. Affidavit and permission for municipal, county 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. Further, I agree to give permission for the officials of the municipality, county, and the State of Michigan to enter the property where this parcel division is proposed for the purpose 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 560.11 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 with the Register of Deeds or the division is built upon before the changes to the laws are made.

Property Owners Signature:_____

Date:_____

Do not write below this line:

Reviewers action:

____ **Approved: conditions if any:**_____

____ **Denied: Reason (cite section):**_____

Total Amount due: \$ _ , _ _ _ . _ _ **Receipt #** _ _ _ _ _

Signature of authorizing agent: _____

Date:_____

Note: It is the responsibility of the property owner to get any and all permits in regards to driveways (Alpena County Road Commission), Well & Septic permits (Health Department # 4), DNR, Army Corp of Engineers etc. Even though your newly divided parcel may meet Land Division requirements and of local zoning, it may not meet the requirements of the above mentioned Authorities.