



Parcel Division Application

for

City of Alma

525 E. Superior Street

P.O. Box 278

Alma, Michigan 48801

You **MUST** answer all questions and include all attachments, or this will be returned to you

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 (§102(e&f)).

This form is designed to comply with applicable local zoning, land division ordinances and §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.)

Where is this form to be sent when the review is complete?

Name _____

FEES:

Address _____

Rezoning \$150.00

City, State, ZIP _____

Parcel Division \$ 40.00

1. LOCATION of parent parcel to be split:

Address: _____, Street Name: _____, Alma, Michigan, 48801

Parent parcel number: 29-51-_____-_____-_____

Legal description of Parent Parcel: _____

2. PROPERTY OWNER Information:

Name: _____ Phone: _____-_____-_____

Address: _____ Street Name: _____

City: _____ State: _____ ZIP: _____-_____

3. APPLICANT Information (if not the property owner):

Contact Person's Name: _____

Business Name: _____ Phone: _____-_____-_____

Address: _____ Street Name: _____

City: _____ State: _____ ZIP: _____-_____

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

- A. Number of new Parcels _____
- B. Intended use (residential, commercial, etc.) _____
- C. The division of the parcel provide access to an existing public road by: (check one)
- Each new division has frontage on an existing public street.
 - A new public street, proposed street name: _____
(Street name can not duplicate an existing road name)
 - A new private street, proposed street name: _____
(Street name can not duplicate an existing road name)
 - A recorded easement (driveway). (Can not service more than to potential sites)

4A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway. _____

4B. Write here, or attach, a legal description of the proposed new parcel. _____

5. FUTURE DIVISIONS being reserved? _____ For whom? _____
(See Section 109(2) of the Statute. Make sure your deed includes both statements as required in section 190(3) and 109(4) of the Statute.)

6. DEVELOPMENT SITE LIMITS Check each which represent a condition which exists on the parent parcel:

- Any part of the parcel is in a DNR –designated critical sand dune area.
- The parcel is riparian or littoral (it is a river or lake front parcel).
- Any part of the parcel is effected by a Lake Michigan High Risk Erosion setback.
- Any part of the parcel includes a wetland.
- Any part of the parcel includes a beach.
- Any part of the parcel is within a flood plain.
- Any part of the parcel includes slopes more than twenty five percent (a1:4 pitch or 14° angle or steeper).

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

- _____ A. Map, drawn to scale, of the proposed division(s) of the parent parcel showing:
- (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 division(s), and
 - (4) dimensions of the proposed divisions, and
 - (5) existing and proposed road/easement right-of-way(s), and
 - (6) easements for public utilities from each parcel to existing public utility facilities, and
 - (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
 - (8) any of the features checked in question number 6.
- B. A soil evaluation or septic system permit for each proposed parcel prepared by the District Health Department, or each proposed parcel is serviced by a public sewer system.
- C. An evaluation/indication of approval will occur, or a well permit for potable water for each proposed parcel prepared by the District Health Department, or each proposed parcel serviced by a public water system.
- D. 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.
- E. A copy of the reserved division rights (§109(4) of the Act) in the parent parcel
- F. A fee of \$_____._____.
- G. Other (please list) _____

8. IMPROVEMENT Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel or indicate none: _____

9. AFFIDAVIT and permission for municipal, county and state official 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 officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection. Finally, 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 (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 Act 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 representing the approved divisions are recoded with the Register of Deeds or the division is built upon before the changes to laws are made.

Applicant's Signature _____ Date _____

and

Property Owner's Signature _____ Date _____

DO NOT WRITE BELOW THIS LINE:

Reviewer's action:

TOTAL \$ _____ **RECEIPT #** _____

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

_____ **Denied:** Reasons (cite §): _____

Signature and date: _____

Original, signed form must be presented to
City of Alma Assessing Department for formal processing.