

# LEE TOWNSHIP PARCEL DIVISION APPLICATION

Please answer all questions and attachments, or this application will be returned to you.

Bring or mail to: Lee Township Assessor,

James Kellogg, 4604 N. Saginaw Rd. Suite E, Midland, MI 48640 Phone (989) 859-3661.

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 (**Section 102,e&f**)

*This form is designed to comply with Sec.108 and 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 1996) MCL 560.101 et. Seq.) Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.*

1. Location of Parent Parcel (property to be split)  
Address: \_\_\_\_\_  
Parcel Identification Number \_\_\_\_\_  
Parcel Legal Description (describe or attach) \_\_\_\_\_
2. Property Owner Information and Consent for Proposed Land Division  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Property Owner(s) Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Property Owner(s) Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_
3. Proposed Division(s) to include the following:
  - a. Number of new parcels \_\_\_\_\_
  - b. Intended use (residential, commercial, agricultural, etc.) \_\_\_\_\_
  - c. Each proposed parcel if 10 acres or less has a depth to width ratio of 4 to 1
  - d. Each parcel has a frontage width of \_\_\_\_\_
  - e. Each parcel has an area of \_\_\_\_\_ (minimum of one acre)
  - f. 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.  
Road name \_\_\_\_\_  
\_\_\_\_ A new public road, proposed road name: \_\_\_\_\_  
\_\_\_\_ A new private road or easement, proposed road name: \_\_\_\_\_  
\_\_\_\_ A recorded easement (driveway).
  - g. Describe or attach a legal description of proposed new road, if applicable. \_\_\_\_\_  
\_\_\_\_\_
  - h. Describe or attach a legal description for each proposed new parcel. \_\_\_\_\_  
\_\_\_\_\_
4. Future Divisions being transferred from the parent parcel to another parcel. Indicate number transferred \_\_\_\_ (see section 109(2) of the statute. Make sure your deed includes both statements as required in section 109 (3&4) of the statute).
5. Development Site Limits (check each which represent a condition which exists on the parent parcel)  
\_\_\_\_ Waterfront property (river, lake, pond, etc)  
\_\_\_\_ Is within a flood plain  
\_\_\_\_ Is on muck soils or soils known to have severe limitations for on-site sewage systems  
\_\_\_\_ Includes wetlands  
\_\_\_\_ Includes a beach

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\_\_\_ Is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

6. Attachments:

All the following attachments need to be included. Letter each attachment as shown below:

- a. A copy of proof of ownership to land proposed to be divided.
- b. A scale drawing that complies with the requirements of P.A. 132 of 1970 as amended for the proposed division(s) of the parent parcel showing all the below features:
  - 1) Current boundaries (as of March 31, 1997) and
  - 2) all previous divisions made after March 31, 1997 (indicate when made or none)
  - 3) the proposed division(s)
  - 4) dimensions of the proposed division(s)
  - 5) any existing and proposed road(s)
  - 6) easements for public utilities from each parcel that is a development site to existing public utility.
  - 7) location of any existing improvements (buildings, wells, septic systems, driveways, etc)
- c. Indication of approval or permit from Midland County Road Commission (road entry permit) that a proposed easement which provides vehicular access to an existing road or street meets applicable location standards.
- d. A copy of any reserved division rights (Sec. 109(4) of the act) in the parent parcel
- e. A fee of \$50.00 for first split, \$25 for each additional split per application, payable to Lee Township.

7. Improvements:

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

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 (formerly the subdivision control act P.A. 288 of 1967 as amended by P.A. 591 of 1996 and P.A. 87 of 1997, MCL 560.101 et. seq.) and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restrictions or other property rights. It shall be recorded, by at least a Quick Claim Deed, with the register of Deeds within 90 days after township approval. If not recorded, the land division application may be declared void.

Property Owner(s) Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Property Owner(s) Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

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For Office use only Reviewer's Action: TOTAL FEES \_\_\_\_\_ Check # \_\_\_\_\_

Signature: \_\_\_\_\_ Application Completed: \_\_\_/\_\_\_/\_\_\_

Approval Date: \_\_\_/\_\_\_/\_\_\_ Denial Date: \_\_\_/\_\_\_/\_\_\_.

Reason for Denial (If applicable): \_\_\_\_\_

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