

SCIPPIO TOWNSHIP PARCEL DIVISION APPLICATION

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1330 E. STERLING RD
JONESVILLE, MI 49250
(517) 849-9144

Please answer all questions *and* include all attachments *or this will be returned to you.*
Bring or mail to Scipio Township Assessor at the above address.

Approval of a division of land is required before it is sold, when a new parcel is less than 40 acres and not just a property line adjustment (§102 e & f). This form is designed to comply with §108 and §109 of the Michigan Land Division Act (formally the Subdivision Control Act, PA 288 of 1967, as amended particularly PA 591 of 1996 and PA 87 of 1997, MCL 560 et. seq.)

Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.

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1. LOCATION of parent parcel to be split:

Address: _____

Parent parcel number: 30-02- _____ - _____ - _____ - _____ - 5-3

Legal description of Parent Parcel (attach extra sheets if necessary):

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2. PROPERTY OWNER Information:

Name: _____

Phone: (_____) _____

Address: _____

City: _____ State: _____ Zip Code: _____ - _____

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3. PROPOSED DIVISIONS TO INCLUDE THE FOLLOWING:

A. Number of new Parcels _____ (This should include parcel(s) retained by owner)

B. Intended use (i.e. residential, commercial, etc.) _____

C. Each proposed parcel has a depth to width ratio of not more than 4 to 1.

D. Each parcel has a width of 200 feet minimum. (as required by Township ordinance 98-1)

E. Each parcel has an area of 43560 square feet minimum (as required by Twp ordinance 98-1)

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

a) Public road. Road name _____

b) Private road or easement, proposed name _____

c) New public road, proposed name _____

(Road name cannot duplicate existing road)

d) A recorded easement (driveway) _____

G. Legal description of proposed new road, easement or shared driveway (attach extra sheet if necessary): _____

H. Legal description for each proposed new parcel, including any parcels retained by owner (attach extra sheets if needed): _____

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4. FUTURE DIVISIONS being transferred from the parent parcel to another parcel? Indicate number transferred _____ (See §109(2) of the Statute. Make sure your deed includes both statements as required in §109(3) and §109(4) of the Statute.)

5. ATTACHMENTS (all attachments **MUST** be included) Letter each attachment as shown here.

- (A) A scale drawing that complies with the requirements of PA 591 of 1996 as amended for 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 proposed public utilities from each parcel that is a development site to existing public utility facilities, and
 - (7) any existing improvements (buildings, wells, septic system, driveways, etc), and
 - (8) any of the features checked in question number 5, and
 - (9) proof of fee ownership (deed of original parcel)
- (B) Indication of approval, or permit from Hillsdale County Road Commission, or respective street administrator , that a proposed easement provides vehicular access to an existing road or street, meets applicable location standards. (driveway permit, if applicable)
- (C) A copy of any reserved division rights (§109(2) of the Act) in the parent parcel. (form L-4260a)
- (D) A fee of \$20.00 per resulting parcel, **made payable to Scipio Township.** \$_____

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

7. ACKNOWLEDGMENT - The undersigned acknowledges that any approval of the within application is not a determination that the resulting parcels comply with other applicable ordinances, rules or regulations which may control the use or development of the parcels. It is also understood that ordinances, laws and regulations are subject to change and that any approved parcel division is subject to such changes that may occur before the recording of the division or the development of the parcels.

PROPERTY OWNER'S SIGNATURE _____ DATE: _____

For office use only – REVIEWER'S action: TOTAL \$ _____ Check # _____

Signature: _____ Application completed Date _____ Approval Date _____

Denial Date: _____ Reasons for Denial: _____

Public Act 87 of 1997 §(2) further states: The municipality or county approving a proposed division resulting in a parcel less than 1 acre in size and its officers and employees are not liable if a building permit is not issued for the parcel for the reasons set forth in this section. A notice of approval of a division resulting in a parcel of less than 1 acre in size shall include a statement to this effect.

NOTICE TO ASSESSOR OF TRANSFER OF THE RIGHT TO MAKE A DIVISION OF LAND

Issued under authority of Land Division Act (P.A. 288 of 1967 as amended by P.A. 87 of 1997) . Filing is mandatory.

This form must be filed by an owner of a parent parcel or parent tract of land when the owner creates a parcel from the parent parcel or parent tract and transfers the right to make a further division to the owner of the created parcel. This form must be filed within 45 days of the transfer of the right to make a division. This form must be filed with the assessor of the city or township where the property is located.

1. Street Address of Parent Parcel or Parent Tract	2. County	4. Date of Transfer of Right to Make a Division
3. City/Township/Village Where Real Estate is Located		<p>PIN, this number ranges from 10 to 25 digits. It usually includes hyphens and sometimes includes letters. It is on the property tax bill and on the assessment notice.</p>
<input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		
5. Property Identification Number (PIN) of Parent Parcel or Parent Tract. If you don't have a PIN, attach legal description.		
6. Name of Owner of Parent Parcel or Parent Tract	Address of Owner of Parent Parcel or Parent Tract	
7. Property Identification Number (PIN) of Created Parcel if PIN has already been assigned.		
8. Name of Owner of Created Parcel	Address of Owner of Created Parcel	

THE FOLLOWING QUESTIONS MUST BE ANSWERED.

1. Did the parent parcel or parent tract have any unallocated divisions under the Land Division Act, P.A. 288 of 1967, MCL 560.101 to 560.293? Check appropriate box below:

YES

NO

If the YES box was checked, go to question 2. If the NO box was checked, go to question 3.

2. How many unallocated divisions did the parent parcel or parent tract have prior to this transfer?

Enter number here _____.

3. Were there any unallocated divisions transferred to the newly created parcel?

YES

NO

If the YES box was checked, go to question 4. If the NO box was checked, go to the signature area of the form.

4. How many unallocated divisions were transferred to the newly created parcel? Enter number here _____.

CERTIFICATION

I certify that the information above is true and complete to the best of my knowledge.

Signature of Owner of Parent Parcel or Parent Tract	Date	If Signer is other than the owner, print name and title
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INSTRUCTIONS

This form must be filed by an owner of a parent parcel or parent tract of land when the owner creates a parcel from the parent parcel or parent tract and transfers the right to make a further division(s) to the owner of the created parcel.

Example: The owner of a parent parcel 10 acres in size is selling off a created parcel 2 1/2 acres in size. In this example the 10 acre parent parcel qualifies under the Land Division Act to make four (4) divisions before platting is required. Therefore, two (2) more divisions may be made before platting is required.



The owner of the parent parcel who sold the 2 1/2 acre parcel can keep the authority to make two (2) additional divisions or may convey the authority to make one or both of the additional divisions to the owner of the created parcel.

If the owner of the parent parcel conveys the authority to make one or both additional divisions to the owner of the 2 1/2 acre created parcel, this form (L-4260a) must be filed with the local assessor within 45 days of that action.

This form must also be filed when the owner of a parent parcel or parent tract conveys the parent parcel or parent tract, and also transfers the right to make further divisions to the new owner of the parent parcel or parent tract.

For more information about the Land Division Act, you may contact the Subdivision Control Section of the Department of Consumer and Industry Services at (517) 334-7750.

Excerpt from P.A. 87 of 1997

Sec. 109(2) The right to make divisions exempt from the platting requirements of the act under section 108 and this section can be transferred, but only from a parent parcel or parent tract to a parcel created from that parent parcel or parent tract. A proprietor transferring the right to make a division pursuant to this subsection shall within 45 days give written notice of the transfer to the assessor of the city or township where the property is located on the form prescribed by the state tax commission under section 27a of the general property tax act, P.A. 206 of 1893, MCL, 211.27a. The state tax commission shall revise the form to include substantially the following questions in the mandatory information portion of the form:

(a) "Did the parent parcel or parent tract have any unallocated divisions under the land division act, P.A. 288 of 1967, MCL 560.101 to 560.293? If so, how many?"

(b) "Were any unallocated divisions transferred to the newly created parcel? If so, how many?"