

CITY PARCEL DIVISION APPLICATION

CITY OF ONAWAY ASSESSOR
TREVOR MOST
18875 1 MILE HWY, ONAWAY, MI 49765
PHONE 989-619-3818

Email: assessor@tbconsulting.us

You ***MUST*** answer all questions **and** include all attachments, **or this will be returned to you.** Mail or EMAIL to CITY OF ONAWAY ASSESSOR'S OFFICE 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 (Sec 102 e & f)

This form is designed to comply with Sec. 108 and 109 of the Michigan Land Division Act (formerly the subdivision control act P.A.288 of 1967 amended (particularly by P.A.591 of 1996 and P.A.87 of 1997, MCI 560 et.seq.) **(Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.)**

1. LOCATION of PARENT to be split: Address: _____ Road Name _____

PARENT PARCEL IDENTIFICATION NUMBER: _____

Parent Parcel Legal Description (DESCRIBE OR ATTACH) _____

2. PROPERTY OWNER INFORMATION:

Name: _____ Address: _____

Phone:(____) _____ City: _____ State: _____ Zip Code: _____

3. PROPOSED DIVISION(S) TO INCLUDE THE FOLLOWING:

A. Number of new Parcels _____

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

C. Each proposed parcel if 10 acres or less has a depth to width ratio of 4 to 1

D. The division of each parcel provides access as follows: (check one)

a) _____ Each new division has frontage on an existing public road. Road name _____

b) _____ A new public road, proposed road name: _____

c) _____ A new private road, proposed road name: _____

E. Describe or attach a legal description of proposed new road, easement or shared driveway. _____

F. 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 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.) ☐ Includes wetlands
☐ Is within a flood plain ☐ Includes a beach
☐ Is on muck soils or soils known to have severe limitations for onsite sewage system

6. ATTACHMENTS - ALL the following attachments MUST be included. Letter each attachment as shown:

A. 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:

- (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 that is a development site 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 5.

B. A copy of any reserved division rights (sec. 109 (4) of the act) in the parent parcel.

C. A per application fee payable to: City of Onaway of \$100.00 (two parcels plus parent Parcel remainder), plus \$25.00 (for each parcel after).

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

8. 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 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, 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 (particularly 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, build code, zoning ordinance, deed restrictions or other property rights.

Finally, even if this division is approved, I understand 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 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:**_____

For office use only-Reviewer's action: Total Fee\$_____ **Check #**_____

Signature:_____ **Application Completed:Date**_____ **Approval:Date**_____

Denial: Date_____ **Reasons for denial**_____ *see attached*