

# PARCEL DIVISION APPLICATION

When this application is completed and all required documents are attached, return to:  
Reviewing Agent, Frankenlust Township  
2401 Delta Road, Bay City, MI 48706-9340  
PH: (989)686-5300 FAX: (989)686-5370

Approval of a land division is required before it is sold, when the new parcel is less than 40 acres and not just a property line adjustment.

**ALL QUESTIONS MUST BE ANSWERED COMPLETELY, ALL REQUIRED DOCUMENTS ATTACHED AND THE APPLICATION SIGNED BY THE PROPERTY OWNER FOR IT TO BE REVIEWED. When Application is Returned to the Township for review, it Must be Accompanied by the *Application Fee*. (Total number of parcels after division times \$50.00 = *Application Fee*. Minimum Fee is \$100.00)**

## 1. PROPERTY OWNER INFORMATION:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## 2. APPLICANT INFORMATION (If not the property owner)

Contact Person's Name: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## 3. PARENT PARCEL INFORMATION:

Address: \_\_\_\_\_ All Taxes Paid To Date: \_\_\_\_\_

Parent Parcel Number: 09-030-\_\_\_\_\_ Size of Parcel: \_\_\_\_\_

Do you own other parcels of land that are next to the parcel being split? Yes \_\_\_ No \_\_\_ If yes, list the Property

Identification Number 09-030-\_\_\_\_\_ Total Number of Parcels After Division: \_\_\_\_\_

## 4. FUTURE DIVISIONS (THAT MIGHT BE ALLOWED BUT NOT INCLUDED IN THE APPLICATION)

Total Number of Future Divisions: \_\_\_\_\_

Number of Future Divisions being Transferred from the Parent Parcel to Another Parcel: \_\_\_\_\_

Identify the Parcel(s) to which they are being Transferred: \_\_\_\_\_

\_\_\_\_\_

**5. DEVELOPMENTS SITES ONLY**

Number of New Parcels that are Intended for Building Development: \_\_\_\_\_

**6. SURVEY/MAP MUST INCLUDE THE FOLLOWING ITEMS AND ACCOMPANY THIS APPLICATION:**

- \_\_\_\_\_ Accurate legal description for the Parent Parcel and each New Parcel.
- \_\_\_\_\_ Boundaries & dimensions of the Parent Parcel as of March 31, 1997.
- \_\_\_\_\_ Boundaries & dimensions of all previous divisions made after March 31, 1997.
- \_\_\_\_\_ Existing & Proposed public utility easements.
- \_\_\_\_\_ Location of existing buildings, driveways and septic fields.

**7. AFFIDAVIT & PERMISSION 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 FRANKENLUST TOWNSHIP, BAY COUNTY AND THE STATE OF MICHIGAN TO ENTER THE PROPERTY WHERE THIS PARCEL DIVISION IS PROPOSED, FOR PURPOSES OF INSPECTION TO VERIFY THAT THE INFORMATION ON THE APPLICATION IS CORRECT, AT A TIME MUTUALLY AGREEABLE WITH THE APPLICANT. FINALLY, I UNDERSTAND THIS IS NOT 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, 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 DIVISION 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 REGISTER OF DEEDS WITHIN 90 DAYS AFTER THIS APPLICATION IS APPROVED OR THE DIVISION IS BUILT UPON BEFORE THE CHANGES TO LAWS ARE MADE.

**PROPERTY OWNER'S**

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Witness:** \_\_\_\_\_ **Witness:** \_\_\_\_\_

**8. SPECIAL ASSESSMENT INFORMATION.**

What Special Assessments are due on the original parcel?      **TRASH**      **SEWER**      **WATER**

Which parcel is responsible for these current assessments? \_\_\_\_\_

**9. REVIEWER'S ACTION**

**Date Complete Application Received:** \_\_\_\_\_

Fee Amount \$ \_\_\_\_\_ Receipt # \_\_\_\_\_ Application # \_\_\_\_\_

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

\_\_\_\_\_ Approved      Conditions, if any: \_\_\_\_\_

\_\_\_\_\_ Denied      Reason for Denial: \_\_\_\_\_

**IF APPROVED, APPROVAL IS VALID FOR 90 DAY'S FROM DATE BELOW.**

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_