

APPLICATION FOR LAND DIVISION
Administrative Review - Michigan Land Division Act, PA 288 of 1967, as amended

File # _____

Received by: _____

Date: _____

IMPORTANT NOTICE TO APPLICANT: Under Michigan property tax law, December 31 is Tax Day. Any parcel division approved after December 31 will not appear on the assessment roll until the following year.

All taxes for the current year will be billed on the parent parcel, regardless of when the division is approved.

Approval of a parcel division does not guarantee that a building permit will be issued, and does not ensure compliance with zoning, health department, or other regulations.

TO THE ASSESSOR OF ARENAC TOWNSHIP, ARENAC COUNTY, MICHIGAN:

I (We), the undersigned, hereby make application to the Arenac Township Assessor for approval of a parcel division under the Michigan Land Division Act, and in support of this application state the following:

PARCEL: _____

Address: _____

Legally described as: _____

Current Parcel Number: _____

The above property will be divided into the following _____ resulting parcels: (attach additional sheets if necessary)

PARCEL #1: *Parcel Number to be assigned by Assessor*

Address: _____

Legally described as: _____

Intended Use Intended Use (Residential, Commercial, Agricultural, Industrial, etc.): _____

Description of Improvements or Structures: _____

PARCEL #2: *NEW PARCEL NUMBER TO BE ISSUED BY ASSESSOR*

Address: _____

Legally described as: _____

Intended Use (Residential, Commercial, Agricultural, Industrial, etc.): _____

Description of Improvements or Structures: _____

PROPERTY OWNER/APPLICANT INFORMATION:

Name of Applicant: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

PROPERTY CHARACTERISTICS: *(Please check all that apply)*

- ☐ River or Lake Frontage
- ☐ Wetlands present
- ☐ Floodplain
- ☐ Contaminated soil or underground storage
- ☐ Abandoned wells
- ☐ Slopes exceeding 25%

- ☐ Easements affecting access
- ☐ Association dues or special assessments
- ☐ Parcel is part of a Principal Residence
- ☐ Subject to mortgage or escrowed taxes

AFFIDAVIT: I understand and agree that any parcels created by this division will appear for the first time on the next available assessment roll following December 31 (Tax Day), and that all taxes for the current year will be billed on the parent parcel based on the status of the property as of that Tax Day.

I certify that the statements made on this application are true and correct to the best of my knowledge, and I understand that if any information provided is found to be false, misleading, or incomplete, this application and any approval granted shall be void.

I agree to comply with all conditions and requirements associated with this parcel division. I further grant permission for officials of the Township, County, and the State of Michigan to enter the property where this parcel division is proposed for the purpose of an exterior inspection to verify that the information provided is accurate and that the division complies with applicable laws and ordinances.

I understand that divisions are subject to the provisions of the Michigan Land Division Act, including limitations on the number of divisions permitted and requirements for access and parcel dimensions.

I understand that this parcel division conveys only those rights granted under the Michigan Land Division Act, as amended (MCL 560.101 et seq.), and any applicable municipal land division ordinance. Approval of this division does not constitute a determination that the resulting parcels comply with zoning, building, sanitary, or other applicable local, county, state, or federal regulations, and does not guarantee that a building permit will be issued for any parcel created by this division.

I further understand that approval of a parcel division resulting in parcels of less than one (1) acre in size does not ensure that the parcel will be suitable for on-site water supply or sewage disposal. The municipality shall not be responsible if a building permit cannot be issued due to lack of approval for well or septic systems. Verification with the District Health Department is the responsibility of the landowner.

I also understand that zoning ordinances, municipal regulations, and State laws may change from time to time. If such changes occur after approval of this division, the approved parcels must comply with the new requirements unless deeds, land contracts, leases, or surveys representing the approved divisions have been recorded with the Register of Deeds, or construction has begun prior to the effective date of the change.

APPLICANT ACKNOWLEDGMENT

By signing below, I acknowledge and agree to the following:

- New parcel identification numbers will be assigned upon completion of the land division, and any existing Principal Residence Exemption (PRE) must be refiled under the new parcel number.
- All property taxes must be current and paid in full.

Arenac Township - Assessors Office
PO BOX 352, Oscoda, MI 48750

- The Township's approval of this land division is limited solely to compliance with the Michigan Land Division Act and applicable zoning requirements, and does not constitute a determination regarding ownership, boundary location, survey accuracy, title validity, easements, encroachments, or property rights involving adjacent lands.
- The approved land division will become effective on the next available assessment roll following December 31 (Tax Day).
- Only written approval from the Township constitutes official approval. Verbal communications are not binding.

I (We) _____ being the legal owner(s) of the above-described property, request the division of said above property.

Signature of Owner

Signature of Owner

Date _____

Date _____

DO NOT WRITE BELOW THIS LINE

LAND DIVISION APPLICATIONS MUST INCLUDE THE FOLLOWING INFORMATION:

- A. Copy of survey at a scale of not less than 1"=50' prepared by a registered Civil Engineer or Land Surveyor showing the following:
1. Existing property lines with dimensions.
 2. Proposed division lines with dimensions.
 3. Location and dimensions of any structure on the property to be divided, and any structure within fifty (50) feet of the property to be divided. Distances from structures to proposed property lines must be shown.
 4. Area in square feet of each proposed new parcel.
 5. Width (in feet) of each new parcel at the required front setback line.
 6. Any existing or proposed easements with dimensions.
 7. Location of access for each parcel from easements or public right-of-way.
 8. Legal description of all parcels.
- B. Proof of ownership.

Arenac Township - Assessors Office
PO BOX 352, Oscoda, MI 48750

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ZONING ADMINISTRATOR APPROVAL

All new parcels meet zoning ordinance

Requirements: Yes ___ No ___

ASSESSOR'S APPROVAL

Name on land file: _____

Proof of ownership submitted:

Yes ___ No ___

Approval Date: _____

SAD, Payoffs Yes ___ No ___

Taxes Paid Yes ___ No ___

Division and Development Plan submitted:

Yes ___ No ___ NA _____ Department Signature _____

Department Signature _____ Comments: _____

Comments: _____

WATER DEPARTMENT APPROVAL

Yes ___ No ___ NA _____

Department Signature _____

Comments: _____

LAND DIVISION FEE

Cash _____

Check _____

Date Paid _____