

DANBY TOWNSHIP

13122 Charlotte Hwy, Sunfield, MI 48890

LAND DIVISION APPLICATION

The Land Division Act – Act 288 of 1967 Section 108 and 109 provides provisions as outlined in this application.

You **MUST** answer all questions and include all attachments, or ***this will be considered an incomplete application and will be returned to you.***

The Administrator has **45 DAYS** by law after receiving a COMPLETE application to make a decision on the application. The number of splits allowed depends upon the amount of the land of the **Parent Parcel** (ORIGINAL PARCEL) as it looked **MARCH 31, 1997**. The owner of the parent parcel retains all division rights unless they were conveyed on a deed to another parcel.

IS THIS PARCEL OR ANY PORTION OF THE PARCEL IN **THE FARMLAND PRESERVATION PROGRAM (PA 116)**? **YES or NO** (if yes, please contact the administrator before proceeding)

APPLICATION FEE IS NON-REFUNDABLE -check made out to DANBY TOWNSHIP
\$70 for the first split, \$20 for each resulting parcel made within the same application

Examples:

- 1 parcel split into 2 resulting parcels: \$70
- 1 parcel split into 3 resulting parcels: \$70 + \$20 = \$90
- 1 parcel split into 7 resulting parcels = \$70 + (5 x \$20) = \$170

*Approval of division is **NOT** a determination that the resulting parcel(s) comply with other ordinances or regulations; examples include, but are not limited to the following; private road construction, easement construction, health department and/or county road department requirements.*

The completed application, fee and

all questions should be directed to:

Heather Hoffman
Danby Township Assessor
PO Box 175
Lowell, MI 49331
616-987-0067
AssessorHoffman@gmail.com

**DANBY TOWNSHIP
LAND DIVISION APPLICATION**

APPLICANT'S NAME: _____

APPLICANT'S ADDRESS: _____

PHONE # _____ EMAIL _____

How many current parcels are affected by this application? _____

How many resulting parcels are you proposing to have after approval? _____

PARCEL #(s) & ADDRESS(ES) TO BE SPLIT/ADJUSTED/COMBINED

Explanation of how the parcels are to be split/boundary lines adjusted or combined: _____

Every OWNER(S) of each affected parcel(s) to be split or adjusted **must give their approval by signing this application** before it is given to the administrator.

PROPERTY OWNER(S) NAMES AND SIGNATURES:

Parcel # Owned: _____ Printed name(s): _____

Signature(s): _____

Parcel # Owned: _____ Printed name(s): _____

Signature(s): _____

DATE _____

**DANBY TOWNSHIP
LAND DIVISION APPLICATION**

ITEMS REQUIRED for APPLICATION

ITEMS TO PROVIDE AS PART OF YOUR APPLICATION:

1. Attach a copy of your deed showing your right to split your property.
2. Attach a copy of a legal survey(s) prepared by a licensed land surveyor which includes the following:
 1. _____ **Adequate and accurate legal descriptions for every new parcel(s)**
 2. _____ **Adequate and accurate legal description for the remainder of the original parcel(s)**
 3. _____ **All lot line dimensions and buildings shown on survey**
 4. _____ **Acreage of each resulting parcel noted**
 5. _____ **Each resulting parcel, if under 10 acres, must not have a depth greater than four times the width (1:4 ratio)** (example: 150ft road frontage x 600ft depth is acceptable. 150ft road frontage x 1200ft depth would NOT be acceptable)

3. **One of the following must be satisfied and provided as part of the split application:**

- _____ (i) All property taxes and special assessments due on the parcel or tract subject to the proposed division for the 5 years preceding the date of the application have been paid, as established by a certificate from the county treasurer of the county in which the parcel or tract is located.
- _____ (ii) If property taxes or special assessments due on the parcel or tract subject to the proposed division have not been paid, the unpaid property taxes or special assessments have been apportioned by the township or city assessing officer as provided by section 53 of the general property tax act, 1893 PA 206, MCL 211.53. Any apportioned property taxes or special assessments are a lien against the parcels or tracts as apportioned by the assessing officer and shall be treated in the same manner as property taxes and special assessments of the year of the original assessment for the purpose of collection and sale for delinquent taxes under the general property tax act, 1893 PA 206, MCL 211.1 to 211.155.

PLEASE ANSWER and INITIAL EVERY LINE SIGNIFYING THAT YOU UNDERSTAND AND WILL COMPLY WITH THE FOLLOWING:

_____ (initial) Do you have the legal right to divide/split the property? **YES or NO** (THIS CAN BE FOUND ON YOUR DEED- "*The grantor grants to the grantee the right to make [insert "zero", a number, or "all"] division(s) under section 108 of the land division act, 1967 PA 288, MCL 560.108.*" if "ALL" is depicted, you may be requested to determine how many split rights you have left.)

_____ (initial) Has this property been part of a split since March 31, 1997? **YES or NO** -if yes, list all previous splits/divisions since March 31, 1997. If your property has not been split since March 31, 1997- it is a parent property and reserves all split rights as indicated on page 7. (*a deed search may be requested, or required to determine if split rights remain on your parcel*)(attach additional pages if necessary)

DANBY TOWNSHIP

_____(initial) Are you transferring any remaining split rights to the newly created parcel? **YES or NO**

If yes, YOU MUST FILL OUT AND FILE FORM L-4260a- as part of this application -this form is a State of Michigan form and can be found online, or I can provide you a copy, if requested)

_____(initial) This split may not exceed the maximum number of allowable divisions of the parent parcel that was present on March 31, 1997, or the number of re-divisions allowed by the Land Division Act. (SEE PAGE 7)

_____(initial) Each resulting parcel is “accessible” and cannot be land locked without deeded accessibility- (ingress/egress easement is part of the legal description)

_____(initial) Each resulting parcel has adequate easements for public utilities from the parcel to existing public utility facilities: **YES OR NO**

_____(initial) This split cannot land lock a cemetery.

_____(initial) Current property taxes have been paid: circle **YES or NO**

_____(initial) All transfer deeds for parcels of unplatted land within the State shall contain the following Statement: ***"The grantor grants to the grantee the right to make [insert "zero", a number, or "all"] division(s) under section 108 of the land division act, 1967 PA 288, MCL 560.108."*** In the absence of a statement, the right to make divisions stays with the remainder of the parent tract or parcel retained by the grantor.

_____(initial) All deeds for parcels of unplatted land within this state executed after March 31, 1997 shall contain the following statement: ***"This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act."***

_____(initial) Approval of this division is NOT a determination that the resulting parcel(s) comply with other ordinances or regulations; examples include, but are not limited to the following; private road construction, easement construction, health department and/or county road department requirements. (we suggest that you contact the Ionia County Road Department to ensure a driveway permit will be provided for a newly created parcel, if needed)

_____(initial) The newly created parcels will not be on the tax roll until NEXT year -example: approval given 2020, new parcels will not be active until 2021 tax year. (The township WILL NOT prorate taxes based on this land division application-current year SUMMER and WINTER tax bills will be sent to the parent parcel address(es).)

_____(initial) The township does NOT record any new deeds or survey documents. This is the responsibility of the property owner. If this split or boundary line change will result in a future sale of property, the survey must be recorded at the County Register of Deeds office.

_____(initial) **NON-REFUNDABLE FEE MADE OUT TO “DANBY TOWNSHIP” \$70.00 for the first split- \$20.00 for each additional split made within the same application (see page 1 for examples)**

FOR DANBY TOWNSHIP USE ONLY

PARCEL NUMBER AS OF MARCH 31, 1997: _____

CHILD PARCEL NUMBER AS OF TODAY: _____

NEW SPLIT PARCEL NUMBER(S): _____

NEW REMAINDER PARCEL NUMBER: _____

____ CLASSIFICATION OF PARCEL(S)

____ COMPLETE PROPOSED LOT SPLIT APPLICATION

____ FEES PAID (CHECK NUMBER _____ AND AMOUNT _____)

____ TAXES PAID UP TO DATE- county certificate attached

____ TAXES PAID CURRENT YEAR

____ APPROVED _____ DATE _____

Heather Hoffman, Danby Township Assessor

APPROVAL OF THIS APPLICATION IS **NOT** A DETERMINATION THAT THE RESULTING PARCEL(S) COMPLY WITH OTHER REGULATIONS.

____ DENIED* _____ DATE _____

Heather Hoffman, Danby Township Assessor

*attached is a letter explaining why the application was denied
Once split descriptions have been approved, no changes can be made without a new application.

SPLIT RIGHTS UNDER PUBLIC ACTS OF 1996 AND 1997

Listed below are the maximum split rights for a parent parcel, or parent tract by total size in acres. A Tract of land is figured by adding up all acres of abutting land owned by the same owner. Example: three, 8 acre parcels next to each other is considered a 24 acre tract of land and eligible for 5 splits TOTAL.

The bonus splits are received by doing one of two following items. Item number 1 is all new parcels having access from one or more new roads with no new driveway access to an existing public road. Item number 2 is by any resulting parcels having at least 60 % or more of the original amount of parent parcel acres remaining after all splits have been made including the two bonus splits.

PARENT PARCEL PARENT TRACT SIZE IN ACRES	NUMBER OF ALLOWABLE DIVISIONS	BONUS DIVISIONS
*1 to 19.9	4	0
20 to 29.9	5	2
30 to 39.9	6	2
40 to 49.9	7	2
50 to 59.9	8	2
60 to 69.9	9	2
70 to 79.9	10	2
80 to 89.9	11	2
90 to 99.9	12	2
100 to 109.9	13	2
110 to 119.9	14	2
120 to 159.9	15	2
160 to 199.9	16	2
200 to 239.9	17	2
240 to 279.9	18	2
280 to 319.9	19	2
320 to 359.9	20	2
360 to 399.9	21	2
400 to 439.9	22	2

*1 acre not applicable