

# Parcel Division Application

## Franklin Township

3922 Monroe Rd, P.O. Box 101  
Tipton, MI 49287

**Send all correspondence to: Bruce Nickel, 4150 Hane, Onsted, MI 49265**

If you have questions filling out this form please call Bruce Nickel at (517) 467-7874

**ALL questions must be answered and ALL attachments requested must be included with application. Failure to do so will cause delays and/or rejection of application. Please submit all information to the Franklin Township Zoning Officer, Bruce Nickel, at the address listed above.**

**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 (section 1-2e & f).**

This form is designed to comply with Sec. 108 & 109 of the Michigan Land Division Act (formerly the subdivision control act P.A.288 of 1967 as amended (particularly by P.A.491 of 1996 and P.A.87 of 1997, MCI560 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. Address of Parent parcel to be split: \_\_\_\_\_

Parent Parcel Tax ID# FRO- \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Attach Parent Parcel diagram and legal description

2. Property Owner Information:

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

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

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

Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

3. Proposed Division(s) to include the following:

A. Number of new Parcels: \_\_\_\_\_ Number of Parent Parcels: \_\_\_\_\_

B. Intended Use (residential, commercial, etc.): \_\_\_\_\_

C. Each Parcel of 10 acres or less has an area not less than required by the Ordinance: Yes No

D. Each Parcel has a width not less than required by the Ordinance and does no exceed a depth to width ratio of 4 to 1:

Yes No

E. 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) \_\_\_\_\_ Each new division has frontage on a new public road.

Proposed road name: \_\_\_\_\_

c) \_\_\_\_\_ Each new division has frontage on a new private road. A private road construction permit and site plan are required in order to schedule a meeting with the Planning Commission.

Proposed road name: \_\_\_\_\_

F. Attach a legal description of the proposed new private road, easement, or shared driveway.

New private roads require separate permits, site plans, and site plan reviews through Planning Commission hearings.

G. Attach a legal description of each proposed new parcel and the altered parent parcel.

4. Future divisions being transferred from the parent parcel to another parcel.

Indicate number to be transferred: \_\_\_\_\_ Parcel transferred to: \_\_\_\_\_

(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 represents a condition existing on the parent parcel):

\_\_\_\_\_ Waterfront property (river, lake, pond etc.)

\_\_\_\_\_ Is with-in a flood plain

\_\_\_\_\_ Includes Wetlands

\_\_\_\_\_ Includes a beach

\_\_\_\_\_ Is on muck soils having limitations for an on site sewage system

6. Attachments: All of 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)
2. All previous divisions made after March 31, 1997 (indicate when made or none)
3. The proposed divisions
4. Dimensions of proposed division(s)
5. Existing and proposed road/easement right-of-way(s)
6. Easements of public utilities from each parcel that is a development site to existing public utility facilities
7. Any existing improvements (buildings, wells, septic systems, driveways, etc.)
8. Any of the features checked in question number 5

B. Indication of approval, or permit from Lenawee County Road Commission that a proposed driveway can be installed and that any proposed easement providing vehicular access to an existing road, street, or highway meets applicable location standards.

C. A copy of reserved division rights (section 109(4) of the act) in the parent parcel.

D. A fee of \$100.00 for up to four (4) new parcels. Additional fees of \$75.00 will be added for each new parcel in excess of four (4).

7. Improvements: Describe any existing improvements (building, well, septic, etc.) which exist on the parent parcel. If none indicate "none".

8. Affidavit and permission for local municipal, county, and state officials to enter subject property for inspection:

I agree the statements made above are true, and if found not to be true this application and any approval will be void. 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, building 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 Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE ONLY: Total Fee Due: \_\_\_\_\_ Check Number: \_\_\_\_\_

Date Completed Application Received: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Recommend Approval:            YES            NO            (if NO reason attached)

## **Instructions and information to aid in filling out the Parcel Division Application**

This application must be filled out in its entirety. Missing or inadequate information will result in delays and denials. Be sure to answer each individual question. Completed application, along with fees and other required information must be received before any hearings are held to review the Land Split applications.

The completed application, along with all requested documentation must be received by the end of the month to be heard at the following months Board meeting. Meetings are held the 2<sup>nd</sup> Tuesday of each month.

All site plans must be drawn to scale or actual surveys.

Any Parcel Division Applications which include a private road will require a Township "Private Road Permit", a site plan, and a hearing with the Franklin Township Planning Commission. Site plans must be submitted to the Planning Commission at least 3 weeks prior to the meeting. Planning Commission meetings are held the 1<sup>st</sup> Monday of each month. The Private road permit fee is \$75.00.

Copies of the following are attached:

1. Schedule of Regulations to review lot size and set-back requirements for various zoning districts.
2. Application for Private Road Permit.
3. Ordinance requirements for constructing a Private Road.
4. Requirements for Site Plan review with the Planning Commission. Fee is \$75.00.

Please read all information and questions very thoroughly. Just one incomplete piece of information could delay your hearing date to the following month's board meeting.