

**BEDFORD TOWNSHIP
TEMPERANCE, MI 48182-0670
“LAND DIVISION APPLICATION”
(SPLIT-COMBINATION-SHIFTING OF LOT/PROPERTY LINES)**

Completion of this application form is the first step within the approval process for a land division (split or combination) under the Bedford Township Land Division Ordinance (301.000). Approval of a land division, split, or combination of any land within Bedford Township is required before such division, split, or combination, and before the sale or transfer of any resulting parcel(s). Also, all delinquent property taxes must be paid in whole prior to the final processing of this application.

FULL NAME: _____

ADDRESS: _____

E-MAIL ADDRESS: _____ PHONE #: _____

CITY: _____ STATE: _____ ZIP CODE: _____

The applicant is required to answer all questions, including the providing of all the required attachments/documents, or this “Land Division Application” will be returned and deemed incomplete. If a question is not applicable, please indicate by inserting “N/A” (non-applicable). All information must be filed with or mailed to:

Deliver the completed application to: BEDFORD TOWNSHIP HALL
 LAND DIVISION ADMINISTRATOR
 8100 JACKMAN ROAD
 P.O. BOX “H”
 TEMPERANCE, MI 48182-0670

Applicant reason/rationale for requested/proposed land “split-combination-shifting of lot/property lines”:

This form is designed to comply with all applicable local zoning, land division ordinances, and Section 109 of the Michigan Land Division Act (formerly the Subdivision Control Act, P.A. 591 of 1996) MCL 560.101 et. seq.

1. DESCRIBE LOCATION of Parent Parcel(s) to be Divided, Split or Combined:

STREET ADDRESS, IF ANY: _____
NAME OF ROAD(S) ON WHICH PARENT PARCEL FRONTS: _____
CURRENT TOWNSHIP PARENT PARCEL I.D. NUMBER: **58-02-** _____
(TWELVE-DIGIT PARCEL NUMBER FROM TAX BILL)

LEGAL DESCRIPTION OF PARENT PARCEL: (Describe or Attach Legal Description)



2. PROPERTY OWNER(S) INFORMATION (All property owners name(s) must be included.)

Name: _____ Phone #: (____) _____

Address: _____

City: _____ State: _____ Zip: _____



3. APPLICANT’S REPRESENTATIVE (If different than property owner(s) listed on the registered deed.)

Contact Person: _____

Business Name: _____

Address: _____ Fax # (____) _____

City: _____ State: _____ Zip: _____

Phone #: (____) _____ E-Mail Address: _____



4. PROPOSAL: Describe the “Division, Split, Shifting of Property Lines, or Combination” proposed.

A. Number of new/proposed resulting parcel(s):

B. Describe the intended use of each resulting parcel: (i.e.: Residential, Commercial, Agricultural, Industrial, Multi-Unit, etc.):

C. Current/existing zoning of parent parcel(s): (i.e.: Residential, Commercial, Agricultural, Industrial, Multi-Unit, etc.):

D. Minimum parcel width required by zoning:

1.) Does the proposed change exceed the four (4) to one (1) depth to width ratio for any resulting parcel(s)? Yes No

2.) Minimum parcel area required by zoning:

D. Check type of land division/split: Platted Subdivision Lot Non-platted Parcel/Acreage

E. Each resulting parcel will have vehicle access as follows (check one):

_____ Each resulting parcel/lot has frontage on an existing public road _____* where the driveway will provide vehicle access.

_____ Each resulting parcel/lot will have frontage on a new public road _____* where a driveway will provide vehicle access.

_____ Each resulting parcel will have frontage on a new easement or private road _____* which will provide vehicle access to an existing public road (road name: _____).*

_____ Each resulting parcel shall have vehicle access over an existing recorded easement driveway serving no more than one parcel.

* Please provide road name. If creating a new road name, do not duplicate an existing county road name. Note, new road names must be approved by Monroe County Central Dispatch.

F. Attach and identify the legal description of any easement or new road. Applicant check box if complete:

G. Attach and identify the legal description for each proposed new resulting parcel(s). Applicant check box if complete:

H. Each resulting parcel/lot has a "depth" of:

F. Each resulting parcel has a "width" of:

CAUTION: The Bedford Township Zoning Ordinance, Bedford Township Subdivision Regulation Ordinance, Monroe County Sanitary Code and any other application Ordinances, Codes, Policies, Rules and Regulations have separate and distinct frontage, width, area, accessibility and other requirements for property development which may differ from the Township's Land Division Ordinance requirements, which may result in an unbuildable parcel despite compliance with the Township's Land Division Ordinance.

5. FUTURE DIVISIONS

A. Indicate the number of divisions (resulting parcels) allowable (by Section 108 of the Land Division Act) for the entire parent parcel: Divisions: _____.

B. Indicate the number of proposed divisions (resulting parcels) utilized as a result of this Land Division Application: _____.

C. Indicate the number of remaining divisions** to be allocated to each resulting parcel _____ and retained by the parent parcel _____.

** Note, make sure your final deed(s) include both statements as required in Section 109 (3) and 109 (4) of the statute.

6. DEVELOPMENT SITE LIMITS & CHARACTERISTICS

Please check each section that represents a condition, which exists on any part of the parent parcel.

1.) _____ Includes wetlands.

2.) _____ Includes water frontage on a river, lake or pond.

- 3.) _____ Is within a flood plain.
- 4.) _____ Is predominately on clay or muck soils or soils known to have severe limitations for on site sewer systems.
- 5.) _____ Is presently served or passed by municipal water.
- 6.) _____ Is presently served or passed by municipal sanitary sewers.
- 7.) _____ Is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

7. ATTACHMENTS

All attachments listed below must be included, should be identified, and lettered to correspond with the appropriate statements mentioned below.

A Certified Survey, sealed by a Michigan licensed professional surveyor, prepared pursuant to and in accordance with the requirements of Michigan Public Act 132 of 1970, while showing all of the following:

or

Upon the Applicant’s waiver (by signature immediately below) of the requirement for a formal decision on this application within forty-five days (45) after the required certified survey and all legal descriptions are filed, a Tentative Map/Drawing consistent with Section 5 (C) (2) of the Township Land Division Ordinance, showing all of the following shall be submitted:

Applicant’s Signature Waiver

The Certified Survey or Tentative Map/Drawing shall include:

- 1.) Date, north arrow, scale, map/drawing, and the name of the person or firm responsible for the preparation of the survey/map/drawing;
- 2.) Proposed boundary lines, area and the dimensions of the parent and resulting parcel(s), or pre-existing and resulting subdivision lot(s), outlot(s) or parcel(s) and/or portion(s) thereof, and each affected parcel’s current zoning district classification;
- 3.) An accurate legal description of the parent and resulting parcel(s), or pre-existing and resulting subdivision lot(s), outlot(s) or parcel(s), and/or portion(s) thereof;
- 4.) A description of all previous land divisions from the same parent parcel(s) or parent tract(s) made since March 31, 1997, or previous subdivision lot, outlot or

parcel divisions from the same subdivision lot(s), outlot(s) or parcel(s) identifying the location, number, area and date of such divisions;

- 5.) The location and outline of the 100 year flood plain, if any, and all existing buildings and structures on the land or subdivision lot(s), outlot(s), or parcel(s), affected by the application;
- 6.) The location, dimensions, and nature of existing or proposed accessibility from any existing public or private streets for vehicle traffic and public utilities; and
- 7.) The location of any public or private streets, and public utility easements located or to be located within any resulting parcel, or any resulting subdivision lot, outlot or parcel, or portion thereof, if any. Copies of the instruments describing and granting any such public utility easements shall be submitted with the application.

8. IMPROVEMENTS: Describe and show location of any existing improvements (buildings and structures, wells, on-site septic systems, ditches, streams, ponds, etc.), which are on any parcel and in any way identified in this Land Division Application. If there are no improvements, indicate none or explain in detail.

A. Indication of approval or provide a permit from the Monroe County Road Commission, MDOT, or respective city/village street administrator for each new road, easement or shared driveway.

Copy of a land title search, deeds and/or other evidence of ownership of the parent parcel sufficient to establish the history and specifications of the parent parcel as of March 31, 1997.

Proof that all taxes are paid in full on the parcel(s) as outlined in this Application.

A processing fee of \$25.00 plus \$25.00 for each proposed, remaining, and resulting parcel to be created.

NOTE: All resulting parcels (including the remainder of the parent parcel) shall have sufficient size and configuration to satisfy all area, location and setback requirements of the Bedford Township Zoning Ordinance, Monroe County Sanitary Code, and all other relevant Ordinances, Codes, Rules, and Regulations.

AFFIDAVIT and permission for Municipal, County and State officials to enter the parcel(s) for inspections:

I agree the statements made above are true and if found not to be true, this "Land Division Application" and any approval granted hereunder shall be null and void. Further, I agree to comply with any conditions and regulations associated with this "Land Division Application" and any decisions thereunder. Further I agree to give permission for officials of the

Municipality, County and the State of Michigan to enter upon the property affected by this “Land Division Application” for purposes of inspections to verify that the information on this “Land Division Application” is correct. Finally, I understand that approval of this Application conveys only certain rights under the Bedford Land Division Ordinance and the State Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended) and does not include any representation or conveyance of rights under statute, building code, permit, zoning ordinance, deed restriction or other property rights. Approval of a division, split or application does not mean the parcel(s) or any portion of the lot/parcels are buildable under any building code, rule or regulation.

Finally, even if this “Land Division Application” is approved, I understand zoning, local ordinances, and State Acts change from time to time, or at any time, and if changed, the divisions made hereunder must comply with the new requirements (apply for approval again) unless deeds, land contracts, covenants/deed restrictions, private road, utility, storms water easement and maintenance agreements, leases or surveys representing the approved transactions are recorded with the Monroe County Register of Deeds within ninety days (90) of the date of the “approval” as indicated by a letter from the Land Division Administrator.

ALL PROPERTY OWNER(S) SIGNATURE(S): _____

DATE: _____

AUTHORIZED AGENT/REPRESENTATIVE SIGNATURE: _____

DATE: _____

FOR THE RECORD: This “LAND DIVISION APPLICATION” consists of seven (7) pages.

ADDENDUM - Per the Michigan Department of Treasury: The applicant of all approved “Land Division Applications” for a land division/split, combination or the shifting of lot/property lines must satisfactorily fill out and complete the following: **“Property Transfer Affidavit and the applicable Homestead Exemption Affidavit”**. Note, every parcel altered by a land division/split, combination or the shifting of lot/property lines shall result in a new Bedford Township parcel number. Upon approval by the Bedford Township Land Division Administrator, please carefully fill out the attached form(s) for each parcel (**“Property Transfer Affidavit” and the applicable “Homestead Exemption Affidavit”**). Be advised, additional forms will be furnished upon request by the Bedford Township Assessing Department. Please do not fill out/complete the area identified as **“Property Identification or Pin Number”**. Upon receipt and satisfactory completion, the Township Assessing Department will generate a new parcel identification number (12 digits).

BEDFORD TOWNSHIP PROCESSING INFORMATION FOR OFFICIAL USE (Do not write below.)

Total Fees Received: \$ _____ Township Receipt No. _____ Date Issued: _____

Date Application Received by Land Division Administrator: _____

Date Application Returned as Incomplete: _____

Date Application Complete: _____

Land Division Administrator Approval: Signature and Date: _____

Date Land Division Application Was Processed to the Assessing Department: _____