

FOR INTERNAL USE ONLY

Application No. \_\_\_\_\_ - \_\_\_\_\_

Date Received \_\_\_\_\_

Date Approved/Denied \_\_\_\_\_

Date Recorded BCRD \_\_\_\_\_

Fee Paid \_\_\_\_\_

**LAND DIVISION APPLICATION**

THIS APPLICATION IS MADE PURSUANT TO PUBLIC ACT 591 OF 1996 AND PUBLIC ACT 87 OF 1997, LAND DIVISION ACT, AS AMENDED.

PLEASE ANSWER ALL QUESTIONS FULLY AND INCLUDE ALL ATTACHMENTS. IF AN ITEM DOES NOT APPLY, PLEASE NOTE N/A. DO NOT LEAVE ANY BLANKS. ADDITIONAL INFORMATION MAY BE REQUIRED. AN INCOMPLETE APPLICATION WILL BE RETURNED TO APPLICANT. APPLICANT SHALL HAVE FOURTEEN (14) DAYS TO CORRECT ANY OMISSION. IF APPLICANT FAILS TO PROVIDE THE MISSING ITEMS WITHIN FOURTEEN (14) DAYS, THIS APPLICATION SHALL BE VOID.

RETURN COMPLETED APPLICATION WITH \$200\* FEE TO: Lincoln Charter Township, 2055 W. John Beers Rd., Stevensville, MI 49127. (\*\$200 for first division; \$100 for each additional newly created parcel, \$2000 escrow over 4 divisions)

**APPLICANT PROPERTY OWNER(S)**

Name(s): \_\_\_\_\_

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

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

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

1. **PARENT PARCEL/TRACT**

Parent Parcel/Tract Identification Number(s): \_\_\_\_\_

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

Size: \_\_\_\_\_

Legal Description: \_\_\_\_\_

2. **PROPOSED DIVISIONS**

A. Number of resulting parcels: \_\_\_\_\_

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

C. Each proposed parcel has a width-to-depth ratio not exceeding 1 to 4 as required by ordinance.

D. Each parcel has a width of \_\_\_\_\_ (not less than required by ordinance).

E. Each parcel has an area of \_\_\_\_\_ (not less than required by ordinance).  
(Area requirements vary depending on access to both public water and sewer utilities)

F. Each parcel has access to:

\_\_\_\_\_ Public Water

\_\_\_\_\_ Public Sewer

G. The division of each parcel provides access as follows: (check one)

\_\_\_\_\_ Each new division has frontage on an existing public road.

Road name: \_\_\_\_\_

\_\_\_\_\_ Each new division has frontage on an existing private road.

Road name: \_\_\_\_\_

(Proposed parcels on existing private roads may require substantial upgrades to the existing private road. See **Ord. #761 Article XXV Private Roads**)

\_\_\_\_\_ A new public road, proposed road name: \_\_\_\_\_

\_\_\_\_\_ A new private road, proposed road name: \_\_\_\_\_

(Private roads must be approved and comply with the Private Road Ordinance)

H. Each parcel has been approved by the Lincoln Charter Township Building and Zoning Official as to building site compliance, if applicable.

( ) yes ( ) no

**3. ATTACHMENTS**

- \_\_\_\_\_ A. Survey showing (survey must not be more than 2 years old):
  - 1. Boundaries of the parent parcel/tract as of March 31, 1997
  - 2. Any unrecorded splits prior to 3/31/97? ( ) yes ( ) no  
Any split (recorded or unrecorded) after 3/31/97? ( ) yes ( ) no
  - 3. Proposed division(s), and
  - 4. Dimensions of proposed division(s), and
  - 5. Existing and proposed road/easement right-of-way(s), and
  - 6. Easements for public utilities from each parcel to existing public utility facilities, and
  - 7. Any existing improvements (buildings, wells, septic systems, sheds, driveways, etc.) must show distance from property lines to all structures.
  
- \_\_\_\_\_ B. Legal descriptions for all proposed parcels.
  
- \_\_\_\_\_ C. Legal descriptions for all ingress/egress easements.
  
- \_\_\_\_\_ D. Soil evaluation and well and septic system permits from Berrien County Health Department (if public water and sewer are not available) for each parcel.
  
- \_\_\_\_\_ E. Copy of paid property tax receipts. Any outstanding taxes must be satisfied prior to submittal of any Land Division Application.
  
- \_\_\_\_\_ F. Proof of paid special assessments. Any outstanding special assessments must be satisfied prior to submittal of any Land Division Application.
  
- \_\_\_\_\_ G. Indication of approval, or permit from the Berrien County Road Commission or Michigan Department of Transportation (MDOT), that a proposed easement, road or driveway provides adequate vehicular access to an existing road or street and meets applicable location standards (i.e.: separation, distance from intersections, etc.).

**4. DIVISION RIGHTS**

Are any division rights being transferred from the parent parcel/tract?  
( ) yes ( ) no. If yes, Please use a **number** to indicate how many rights are being transferred and to which new parcels:

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5. **AFFIDAVIT**

I AGREE THE STATEMENTS MADE HEREIN ARE TRUE; AND IF FOUND NOT TO BE TRUE, THIS APPLICATION AND ANY APPROVAL SHALL BE VOID. FURTHER, I GIVE PERMISSION FOR OFFICIALS OF LINCOLN CHARTER TOWNSHIP, BERRIEN COUNTY, AND THE STATE OF MICHIGAN TO ENTER THE PROPERTY WHERE THIS DIVISION IS PROPOSED FOR PURPOSES OF INSPECTION TO VERIFY THAT THE INFORMATION ON THIS APPLICATION IS CORRECT. IN ADDITION, I UNDERSTAND THIS IS ONLY A PARCEL DIVISION WHICH CONVEYS ONLY CERTAIN RIGHTS UNDER THE STATE LAND DIVISION ACT (FORMERLY THE SUBDIVISION CONTROL ACT) AS AMENDED, AND DOES NOT INCLUDE ANY REPRESENTATION OR CONVEYANCE OF RIGHTS IN ANY OTHER STATUTE, BUILDING CODE, ZONING ORDINANCE, DEED RESTRICTION, OR OTHER PROPERTY RIGHTS.

THE UNDERSIGNED ALSO ACKNOWLEDGES THAT ANY APPROVAL OF THIS APPLICATION IS NOT A DETERMINATION THAT THE RESULTING PARCEL(S) COMPLY WITH OTHER APPLICABLE ORDINANCES, RULES OR REGULATIONS WHICH MAY CONTROL THE USE OR DEVELOPMENT OF THE PARCEL(S). IT IS ALSO UNDERSTOOD THAT ORDINANCES, LAWS AND REGULATIONS ARE SUBJECT TO CHANGE AND THAT ANY APPROVED PARCEL DIVISION IS SUBJECT TO SUCH CHANGES THAT MAY OCCUR BEFORE THE RECORDING OR THE DEVELOPMENT OF THE PARCEL(S).

FURTHER, I UNDERSTAND AND AGREE THAT WITHIN 60 DAYS OF FINAL APPROVAL A CERTIFIED COPY OF THE **SURVEY** REPRESENTING THE DIVISIONS GRANTED AS A RESULT OF THIS APPLICATION SHALL BE **RECORDED** WITH THE **BERRIEN COUNTY REGISTER OF DEEDS**.

I ALSO AGREE TO **DELIVER A COPY OF THIS APPROVED LAND DIVISION** ALONG WITH THE APPROPRIATE DIVISION FEE (STARTING AT \$100) TO THE **BERRIEN COUNTY LAND DESCRIPTION OFFICE** AND I WILL **SUPPLY LINCOLN CHARTER TOWNSHIP** WITH A COPY OF THE PAID COUNTY **LAND DIVISION FEE RECEIPT** WITHIN 60 DAYS OF PAYMENT.

I AM AWARE THAT IF I LATER SELL OR TRANSFER THE PROPERTY DESCRIBED IN THE APPLICATIONS, I WILL NEED TO RECORD A DEED TO THE NEW OWNERS WITH THE BERRIEN COUNTY REGISTER OF DEEDS.

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

\_\_\_\_\_  
APPLICANT/PROPERTY OWNER

**DO NOT WRITE BELOW THIS LINE**

REVIEWERS' ACTION:

Maximum splits allowed: \_\_\_\_\_ Number of splits this application: \_\_\_\_\_

\_\_\_\_\_ APPROVED

\_\_\_\_\_ DENIED FOR THE FOLLOWING REASONS:

\_\_\_\_\_

Approval/Denial of this Land Division Application is made based on the information provided in this application, which to the best of my knowledge and information is believed to be true as of the date of said approval/denial.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Dick Stauffer,  
SUPERVISOR

Dated: \_\_\_\_\_

\_\_\_\_\_  
Barbara Cheek,  
ASSESSOR

COPY TO: Applicant  
Building Dept.