

# Lee Township

## Application for Land Combination/Divisions And Boundary Adjustments

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NOTICE: No land division/combination will be completed until all taxes billed are paid in full. Lee Township shall approve or disapprove a proposed division within **45** days after the filling of a **COMPLETE** application (all attachments must be submitted before it is considered complete) for the proposed division with the assessor or other municipally designated official.

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Application is hereby made for the following:

**Metes and Bounds Parcels:**

- Combination
- Division into \_\_\_\_\_ parcels
- Boundary Adjustment

**Platted Lots of Records:**

- Combination of entire lots
- Separation of entire lots
- Division / combination of portions of lots
- Boundary Adjustment

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**Parent Property Information:**

Tax Identification Number(s): 56-100-\_\_\_\_-\_\_\_\_-\_\_\_\_-00  
56-100-\_\_\_\_-\_\_\_\_-\_\_\_\_-00  
56-100-\_\_\_\_-\_\_\_\_-\_\_\_\_-00

Property Address:

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The division of the parcel provides access as follows:

- Each new division has frontage on an existing public road?  No  Yes
- New Private Road Access?  No  Yes
- Existing Private Road Access?  No  Yes
- A Recorded Easement?  No  Yes

**NOTE:** The applicant must provide the recorded easement in the application if that is the access to the property. If an existing private road exists for access to the property, the applicant must provide proof that the private road is adjacent to the property. If a new private road is going to provide access to the property, the applicant must provide the approved documentation from the Midland County Road

Commission. Road frontage must comply with Lee Township Zoning Ordinance and the State of Michigan Land Division Act 288 of 1967.

Structures currently on the Parent parcel(s) / lot(s):  Vacant  
 House  
 Accessory Building  
 Commercial/Industrial

Describe the nature of the request:

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Survey/Parcel Map drawn to scale along with accurate legal description information:  
A sealed survey or parcel shall be submitted that complies with Lee Township Land Division Ordinance, for all land divisions/combinations and re-descriptions except for combinations involving platted lots of record.

Name Surveyor/Drafter: \_\_\_\_\_ Survey Company: \_\_\_\_\_

Date of Survey/Parcel Map: \_\_\_\_\_ Survey Number: \_\_\_\_\_

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**Owner Information:**

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

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

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

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

Email: \_\_\_\_\_

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AFFIDAVIT and permission for Municipality, County, and State Officials to enter the property for inspections:

I agree the statements made above are true and if found not to be true this application and any approval will be void. Further, agree to comply with the conditions and regulation provided with this parent parcel division. Further, agree to give permission for an official of the Municipality, County, and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspections. Finally, 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 PA 288 of 1967, as amended (particularly by PA 591 of 1996 and PA 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 restriction, or other property rights.

Finally, even if this division is approved, I understand local ordinance and State Acts change from time to time, and if changed, the division 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 the law are made.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

FEES: \$150 per parcel division. No charge for combination of existing metes & bounds parcels/platted lots for record.

Total: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_



## Lee Township

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**ALL OF THE FOLLOWING ATTACHMENTS MUST BE INCLUDED PRIOR TO ANY APPROVAL:**

1. A survey/parcel map that complies with the requirements of the Land Division Act, Sec 109 (1)(a): ***Each*** resulting parcel has an adequate and accurate legal description and is included in a tentative parcel map showing area, parcel lines, public utility easements, accessibility, and other requirements of this section and section 108. The tentative parcel map shall be a scale drawing showing dimensions of the parcel, and include all the following:
  - a. Current boundaries (as of March 1997)
  - b. All previous divisions made after March 31, 1997 (indicate when made or none)
  - c. All proposed division(s)
  - d. Existing and proposed road/easement right-of-way(s) must include all recorded easements with application
  - e. Easements for public utilities from each parcel to existing public utility facilities
  - f. Any existing improvements (building, wells, septic systems / drain fields, driveways, ect.) Need to show exact measurements of land improvements in relationship to the new divisions.
2. A Fee of \_\_\_\_\_ (\$150 for each land division)
3. Proof of payment of taxes and/or special assessments for current year if billed. 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 (PA 23 of 2019)

**NOTE:** Proof of payment is issued by the Midland County Treasurer and there is a \$5.00 fee.  
Midland County Treasurer  
220 W. Ellsworth St.  
Midland, MI 48640  
Phone: 989-832-6850

4. Proof of ownership of land; copy of deed
  5. History and Specifications of any previous division of Parcel to be divided as of March 31, 1997.
  6. If parcel has a water assessment which parcel will the water assessment continue with?
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**Lee Township**

Lee Township has APPROVED / NOT APPROVED the land division for parcel  
56 – 100 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ for the \_\_\_\_\_ tax year.

Lee Township has APPROVED / NOT APPROVED the land combination for parcels  
56 – 100 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ , 56 – 100 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ & 56 – 100 - \_\_\_\_ - \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
for the \_\_\_\_\_ tax year

**PLEASE NOTE:**

**Lee Township and Midland County do not do mid-year splits, therefore the remainder of the  
\_\_\_\_\_ tax year the parent parcel(s) will be billed. If the owner is selling, it is up to the seller to  
divide the taxes until the split can transpire. Combinations are also not completed mid-year.**

Approval of a division is not a determination that the resulting parcels comply with Township or County  
Ordinances or regulations not regulated under the Lee Township Land Division Ordinance.

The Township, officers, and employees shall not be liable for approving a land division if building permits  
for construction on the parcels are subsequently denied because of inadequate water supply, sewage  
disposal facilities, dunes, wetlands and/or otherwise.

Treasurer: As of \_\_\_\_\_, 20\_\_\_\_, Township records show that all taxes, special  
assessments, fees and/or penalties billed to date on the above referenced parcel(s) have been paid.

\_\_\_\_\_  
Treasurer Signature

ZONING: The proposal meets all Township zoning and land use requirements.

\_\_\_\_\_  
Zoning Administrator Signature

ASSESSOR, the proposal is eligible for split, combination or re-description; all ownership records are in  
order; accurate survey/parcel map and description have been provided.

\_\_\_\_\_  
Assessor Signature

\_\_\_\_\_  
Date

Approved

Conditions, if any:

Denied

Reason: