Charter Township of Marquette

1000 Commerce Drive, Marquette, Michigan 49855
Phone: 906-228-6220 • Fax: 906-228-7337

Parcel Division/Boundary Change Application

www.marquettetownship.org

NOTE: This Application must be completed and submitted to the Marquette Township Offices.
Be sure to complete ALL sections of this form. Please Print or type.

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 (Sec. 102e & f). *Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.*

Applicant Information

Name:		Address:	
Phone:	Fax:	Name of Contact Person:	Contact Phone:
E-Mail Address:			
If Applicant is not the Owner, state the Applicant's relationship to the Owner *(i.e. purchaser, land contract vendee, owner's designated agent, etc.)*:			

Property Owner *(if different from applicant)*

Name:		Address:	
Phone:	Fax:	Name of Contact Person:	Contact Phone:
E-Mail Address:			

Parent Parcel Information

Address:	Property / Parcel I.D. Number(s): **52-08- - -**
Current Zoning Classification:	Legal Description(s) *(attach pages as necessary)*:
General Location of Subject Property:	
Name of any existing businesses on property:	
Existing Land Use(s):	
Total area included in Division Request:	

Permission

If Applicant is not the Property Owner, does the Applicant have the Owner's permission?   ☐ Yes   ☐ No

Improvements

Describe any improvements (buildings, well, septic, etc. which are on the parent parcel or indicate none *(attach pages as necessary)*:

Development Site Limits

- Check each which represent a condition which exists on the parent parcel:
    - _____ Waterfront Property *(river, lake, pond, etc.)*
    - _____ Includes Wetlands
    - _____ Is Within a Flood Plain
    - _____ Includes a Beach
    - _____ Is on Muck Soils or Soils Known to Have Severe Limitations for On-site Sewage Systems.

Proposed Division(s) to Include the Following

- Number of new parcels:_____

- Each proposed parcel if 10 acres or less, has a depth to width ratio of 4 to 1 or as otherwise provided by ordinance.

- Each parcel has a width of _____ (not less than required by ordinance)

- Each parcel has an area of _____ (not less than required by ordinance)

- The division of each parcel provides access as follows: *(check one)*
  - _____ Each new division has frontage on an existing public road. Road name_____
  - _____ A new public or private road. Proposed road name_____
  - _____ Easement_____

- Describe or attach a legal description of proposed new road, easement or shared driveway:
  _____
  _____

- Describe or attach a legal description for each proposed new parcel:
  _____
  _____

Future Divisions Being Transferred from the Parent Parcel to Another Parcel

- Indicate number transferred_____ (See Section 109(2) if the Statute. Make sure your deed includes both statements as required in 109 (3 & 4) of the Statute).

Affidavit and permission for Municipal, County, and State officials to enter the property for inspections

I agree that the statements made above are true, and if found not to be true this application and any approval will be void. Further, 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 build upon before the changes to laws are made.

Applicant:
I certify that the information I have provided is true to the best of my knowledge.

Signature of Applicant: _____ Date: _____

Applicant's Name (print): _____

Property Owner:
I certify that the information I have provided is true to the best of my knowledge.
Signature of Property Owner: _____ Date: _____

Owner's Name (print): _____

OFFICIAL USE ONLY

Official Receiving Application *(please print)*: _____ Date: _____

Fee(s) Paid: ☐ Yes ☐ No   If Yes, Amount Paid: _____

Application: ☐ Approved ☐ Not Approved

Reason: ☐ Incomplete Application   ☐ Other   Date: _____

Condition(s) of Approval: _____

Signature of Zoning Administrator: _____ Date: _____

Attachments

- **All the following _MUST_ be included:**
    a. A scaled drawing of the proposed division(s) of the parent parcel showing:
        1. Current boundaries (as of March 31, 1997)
        2. All previous divisions made later then March 31, 1997 (indicate when made or none)
        3. Proposed division(s)
        4. Dimensions of the proposed division(s)
        5. Existing and proposed road / easement right-of-way(s)
        6. easements for 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 above *(DEVELOPMENT SITE LIMITS)*
    b. Indicate that a proposed easement provides vehicular access to an existing road or street meets applicable location standards.
    c. A copy of any reserved division rights (Sec. 109(4) of the act) in the parent parcel.
    d. A fee of $_____ per each division requested.