

# NORVELL TOWNSHIP

## BOUNDARY LINE ADJUSTMENTS, COMBINATIONS, LAND DIVISIONS APPLICATION

Date \_\_\_\_\_

Application # \_\_\_\_\_  
OFFICE USE ONLY

Purpose of request: \_\_\_\_\_

### PARCEL(S) INVOLVED IN BOUNDARY LINE ADJUSTMENTS, COMBINATIONS, OR DIVISIONS

Parcel ID# \_\_\_\_\_

Parcel ID# \_\_\_\_\_

Parcel ID# \_\_\_\_\_

Parcel ID# \_\_\_\_\_

Parcel ID# \_\_\_\_\_

Parcel ID# \_\_\_\_\_

### CHECK BOX OR BOXES THAT APPLY:

- BOUNDARY LINE ADJUSTMENT (BLA) - \$100.00
- LAND COMBINATION (CO) - \$50.00
- LAND DIVISIONS (LD) - \$100.00, \$50.00 for each additional division

### APPLICANT SHALL CHECK OFF EACH ITEM THAT PERTAINS TO THEIR REQUEST:

- BLA, CO, LD  Proof of ownership (Warranty Deed or Evidence of Fee Simple) is required. If the property is part of an Estate/Probate/Will, you must show proof of the right to alter, etc. i.e., adjust, combine, or split.
- BLA, CO, LD  A tax certificate showing payment of taxes must be obtained at the Jackson County Treasurer's Office.
- BLA, CO, LD  I/We also agree the current year taxes will be paid in full on all the parcels, by December 31 of the current year.
- BLA, LD  A copy of the new/revised deed must be received by December 31 of the current year.
- LD  All required documents must be submitted a minimum of seven (7) days prior to the monthly Township Board meeting.
- BLA, LD  A legal survey showing all existing buildings, structures, well, septic/sewer shall be required for each land division or BLA, also, one for the remainder (the original parent parcel) before the split or BLA can finalized. The following exceptions shall apply: That any division of property result in 40 acres or more, shall not require a survey provided it complies with the Michigan Land Division Act being MCL560.108 and 560.109. The owner shall be required to provide the Township with a legal description for all property of 40 acres or more.

BLA, CO, LD  Name of the person(s) who will be responsible for payment of the real estate taxes for the newly created parcel(s) for the next calendar tax year.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

BLA, CO, LD  I/We also agree the current year taxes will be paid in full on all the parcels, by December 31 of the current year.

LD  I/We do hereby swear that the above information is true and correct to the best of my/our knowledge. If any of the above information is found not to be true, this application and any approval will be void. I/We agree to comply with the Land Division Act of 1967, P.A. 288, as amended, and the conditions and regulations provided with this parent parcel division. I/We understand and agree that the Township and its 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 or sewage disposal facilities or denial of an entrance driveway permit. If this division is approved, I/We understand zoning, local ordinances and State Acts change from time to time and, and if changed, the divisions made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases, or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

APPLICATION #

**\*\*\*ALL PARTIES CLAIMING AN INTEREST IN THE PROPERTY (IES) TO ADJUST A BOUNDARY LINE, COMBINE OR DIVIDE SHALL SIGN THIS APPLICATION\*\*\***

Printed Name

Signature

Street Address **PLEASE PRINT**

City State Zip Code

Email Address

Telephone Number

Printed Name

Signature

Street Address **PLEASE PRINT**

City State Zip Code

Email Address

Telephone Number

Printed Name

Signature

Street Address **PLEASE PRINT**

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Telephone Number

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Street Address **PLEASE PRINT**

City State Zip Code

Email Address

Telephone Number

# NORVELL TOWNSHIP

## BOUNDARY LINE ADJUSTMENT, COMBINATIONS, LAND DIVISIONS CHECKLIST

\_\_\_\_\_  
APPLICATION #

	Date	Initials
Review by Zoning Administrator <input type="checkbox"/> Yes <input type="checkbox"/> No		
Payment Received		
Review by Assessor		
Deed received by Assessor		
Legal Survey Received		
Review by Treasurer Do we have tax payment certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Review by Township Supervisor		
Meeting held		
Land Division Committee approval		
Board Approval, *for LD only*		
Letter sent to Applicant		

**REQUIREMENTS FOR FINAL APPROVAL OF TOWNSHIP:**

- For the land division to be considered in the next tax year, the final legal survey must be submitted and approved by the Township Assessor before tax day (December 31) of this year. The last day the Township will accept this legal survey for review, is the 2<sup>nd</sup> Wednesday in December.
  
- The term "exception" is prohibited when used to describe a new property description from the parent parcel or vice versa.
  
- One (1) copy of a legal survey (prepared by a registered land surveyor) showing all existing building and structures shall be required for each land division and one for the remainder (the original parent parcel) before the split can be finalized.
  
- Did the parent parcel or parent tract have any unallocated divisions under the land division act, 1967 P.A. 288, MCL 560.101 to 560.293? If so, how many? \_\_\_\_\_
  
- Were any allocated divisions transferred to the newly created parcel? If so, state whether all were transferred or, if not, how many? \_\_\_\_\_