

## CHECKLIST FOR LAND DIVISION APPLICATION

Incomplete applications will be returned to the applicant and will not be processed by the Township.  
A Tax Certificate may be required with this application as proof of property tax payment status.

<b>Parcel Identification Number:</b>	4708-	4708-	
<b>Property Address:</b>		<b>Number of New Parcels:</b>	Parent ___ Resulting ___

**Intended Use (residential, commercial industrial, etc.):**

<b>Survey and Divisions</b>	<b>Submit the Following Documentation:</b>	<b>Answer the Following Questions:</b>
	The survey shall be prepared in compliance with Public Act 132 of 1970, for the parcel or tract of land that is subject to the application. At a minimum, the following information must be provided and attached:	If the parent parcel(s) has a metes and bounds legal description has this parcel(s) transferred ownership since April 1, 1997?
	<ul style="list-style-type: none"> <li>✓ North Arrow and Scale</li> <li>✓ Area of parcels</li> <li>✓ Existing parcel lines &amp; dimensions - Parent</li> <li>✓ Proposed parcel lines &amp; dimensions - Child</li> <li>✓ Accurate legal description of each parent parcel or tract of land and for each resulting parcel</li> <li>✓ Existing or proposed deed covenants or restrictions</li> <li>✓ Notice to Assessor of Transfer of the Right to Make a Division of Land (Form L-4260a)</li> </ul>	Number of future divisions being transferred from the Parent Parcel to another parcel?  Name and address of the transferor and transferee of future divisions?

<b>Existing Conditions</b>	<ul style="list-style-type: none"> <li>✓ Location and dimensions of all existing buildings and other land improvements on the parent parcel or tract of land.</li> </ul>	<b>Structures currently on the Parcel (Check all that apply)</b>	
		Residential	Commercial/Industrial
		<ul style="list-style-type: none"> <li><input type="checkbox"/> House</li> <li><input type="checkbox"/> Garage/Shed</li> <li><input type="checkbox"/> Porch/Deck</li> <li><input type="checkbox"/> Shed</li> <li><input type="checkbox"/> Fence</li> <li><input type="checkbox"/> Pool</li> <li><input type="checkbox"/> Barn</li> <li><input type="checkbox"/> Gazebo</li> <li><input type="checkbox"/> Other</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Buildings # _____</li> <li><input type="checkbox"/> Storage Lot</li> <li><input type="checkbox"/> Parking Lot</li> <li><input type="checkbox"/> Other structures</li> </ul>

<b>Access Drives</b>	<ul style="list-style-type: none"> <li>✓ Location, dimensions and nature of proposed ingress and egress from any existing public/private road or easement.</li> <li>✓ Compliance with Private Roads and Shared Driveway requirements. If a new public or private road or shared driveway is proposed, a private road/shared driveway must be provided in accordance with Section 30.00. For private roads and shared driveways, a maintenance agreement is required.</li> <li>✓ Letter or permit from the Livingston County Road Commission and/or Michigan Department of Transportation, if applicable.</li> </ul>	If on an <b>existing</b> road, Name: _____ Width: ____ Surface: _____ Private: ____ Public: ____  If a <b>new</b> road is proposed, Name: _____ Width: ____ Surface: _____ Private: ____ Public: ____  If on a <b>shared driveway</b> , Width: ____ Surface: _____  Is there an existing maintenance agreement: Yes      No	
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<b>Utilities and Environmental</b>	<ul style="list-style-type: none"> <li>✓ Location of wetlands, surface water, lakes, ponds, and streams.</li> <li>✓ Location and type of public utility easements shall be clearly identified on the survey.</li> <li>✓ Special assessments on the parent parcel or tract. If so, how such assessments will be allocated to the resulting parcels.</li> </ul>	Is this parcel part of a designated flood plain? Panel No. _____ Yes      No  Are there any protected wetlands?  Is this parcel served by: Water      Sewer	
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