

SALEM TOWNSHIP
ALLEGAN COUNTY, MICHIGAN
OFFICE TELEPHONE: (616-896-9857)
FAX: (616) 896-7247

LAND DIVISION OR LOT LINE ADJUSTMENT APPLICATION

In accordance with the State Land Division Act, Salem Township approval of a division of land is required before it is sold. IF THIS APPLICATION IS NOT COMPLETED AND APPROVED A SEPARATE TAX PARCEL WILL NOT BE CREATED. Approval is not required if the new parcel is 40 acres or more or if the division is just a property line adjustment.

This form is intended to assist land owners desiring to divide land in complying with applicable local zoning and land division ordinances and the Michigan Land Division Act (formerly the Subdivision Control Act). All questions **MUST** be answered and all required attachments **MUST** be included, or the application will be returned to you. **Return completed packet to: Salem Township Assessor, Robert L. Jones, P.O. Box 49, Burnips, MI. 49314.**

1. OWNER INFORMATION-Ph # _____	Return Address (where approval should be sent)
Name: _____	Name: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
	Phone: _____

2. APPLICANT information (if not the property owner)

Name: _____
Address: _____
City: _____ State: _____
Phone: _____

APPLICATION FEE IS 75.00

3. LOCATION of original parcel of land to be divided

Original parcel number (tax bill computer number) 0319-_____/_____/_____

Address of property or approximate location: _____

Legal description of original parcel (attach survey or copy of a recent tax bill) _____

4. PROPOSAL: Describe the divisions being proposed:

- A. Number of new parcels _____
- B. Proposed use (residential, commercial, etc) _____
- C. The division of the parcel provides access to an existing road by: (check one)
 - ___ Each new division has frontage on an existing public road.
 - ___ A new public road, proposed name: _____
 - ___ A new private road or easement, proposed road name: _____

___Attached copy of easement approval from Robert Jones, Salem Township Zoning Administrator

5. FUTURE DIVISIONS:

A. Divisions that might be allowed but are not included in this application?

B. The number of future divisions being transferred from the original parcel to any of the new parcels. _____

6. DEVELOPMENT SITE LIMITS: Check each that represents a condition which exists on any part of the original parcel:

- ___ it is a river or lake front parcel
- ___ it includes a wetland
- ___ it is within a flood plain
- ___ it includes slopes of 25% or steeper (a 1 on 4 pitch)
- ___ it contains muck soils or soils known to have severe limitations for septic tanks
- ___ it has an oil or gas well
- ___ it is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

7. ATTACHMENTS: (all attachments **MUST** be included if needed). Letter each attachment as shown here.

___A. A survey of the parent parcel and the proposed division(s). The survey must be drawn to a scale of 1" = 200 ft or larger and be sealed by a professional surveyor.

OR

___B. A tentative property map of the original parcel and the proposed division(s) drawn to a scale of 1"= 200 ft or larger. By submitting a tentative property map in place of a survey, the 45 day review time limit is hereby waived and we agree to the stipulation that the final approval of proposed division(s) is contingent on submittal of a survey as described in #1 above.

Signature: _____ Date: _____

The survey or tentative property map must show the following:

1. current boundaries (as of March 31, 1997)
2. all previous divisions made after March 31, 1997 (indicate when made or none)
3. the layout and boundaries of the division(s)
4. dimensions and acres of the proposed division(s)
5. existing and proposed road rights of way or driveway easements
6. easements for public utilities from each parcel to existing public utilities facilities
7. any existing improvements (building, well septic systems, driveways, etc.)
8. all of the features checked in question number 6 above
9. attach a legal description for each proposed new parcel

___B. Indication of approval from the Salem Township Board and the Allegan County Road Commission for each proposed new public road.

___C. Indication of approval, or a driveway permit from the Allegan County Road Commission for each new proposed new private road or joint driveway.

___D. A legal description of the proposed new public or private road, easement or joint driveway (attach extra sheets if needed)

___E. A copy of any transferred division rights to any of the new parcels

___F. A fee of \$ _____

___G. Other (please describe) _____

8. **IMPROVEMENTS:** Describe any existing improvements (building, well, septic, etc.) which are on the original parcel. _____

9. **AFFIDAVIT** and permission for Township, 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, I agree to comply with the conditions and regulations provided with this parcel division. Further I will agree to give permission for officials of the Township, County and the State of Michigan to enter the property where this parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights. I ALSO UNDERSTAND THAT THIS APPROVAL WHEN GIVEN DOES NOT INCLUDE COMPLIANCE WITH THE SALEM TOWNSHIP ZONING ORDINANCE, OR ALLEGAN COUNTY WATER AND SEPTIC SYSTEM CODES.

I understand that taxes will not be prorated (divided) by the Assessor or Treasurer of the Township

Finally I understand that a decision approving a land division is effective for 90 days, after which it shall be considered revoked unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds and the Township Assessor. I also understand that zoning and other development regulations may change from time to time. If changed, the division approved under this application must comply with the new requirement as provided for under the law.

PROPERTY OWNER'S SIGNATURE _____ DATE _____

- **The Assessor has 45 days from the time this application is submitted (with all proper attachments included) to return this back to you, approved or denied. Please be notified that it can take time to process this Land Division Form.**