

LAND DIVISION APPLICATION

Liberty Township
Wexford County, Michigan
231-468-2977

When completed return application, all required exhibits to Joel Bremer, Assessor

3186 Crest Hill Ln, Traverse City, MI 49686

Effective in 2019, you must include a certificate from Wexford County Treasurer that the last five years of taxes have been paid.

1. APPLICATION/OWNERSHIP DETAIL

- A. Name: _____
- B. Mailing Address: _____
Number/Street _____
City/State/Zip _____
- C. Telephone _____
- D. Fax _____
- E. **Attach as Exhibit 1 “Ownership Interest”**
Names, Addresses, and Ownership Interest: _____
Provide names, mailing address and type of _____
ownership interest of all parties having an _____
interest in the land to be divided. *Use* _____
additional sheets as necessary. _____

2. PROPERTY DETAIL

- A. Address of Property to be Divided (if applicable):
Number/Street _____
City/State/ZIP _____
- B. Tax Identification Number of the Property to be divided (found on tax bill). _____
- C. Legal Description of Property to be Divided, including existing easements and covenants. **Attach as Exhibit 2 “Original Parcel”**
(May be included on survey or parcel map.)
- D. Legal Description of Parcels to be created, including all remaining parcels. Include all easements and covenants. **Attach as Exhibit 3 “Parcels Created”**
(May be included on survey or parcel map.)
- E. TWO (2) copies of Tentative Parcel Map to Include: **Attach as Exhibit 4 “Maps”**
- Date, North Arrow, Scale (not less than 200 ft per inch), and original tax identification number.
 - Name and Address of applicant & name of individual or firm responsible for completion of parcel map.
 - Proposed lot lines and their dimensions. (may be included on survey)
 - Location and nature of proposed ingress and egress locations to any existing public or private streets.
 - Location of any buildings or land improvements, public or private streets, driveways, lakes or streams, access or utility easements to be located within any proposed lot or parcel or to benefit the same.
 - General topographic features including slopes more than 25% (1:4 pitch or steeper) Location of any existing buildings, public or private streets and driveways within 100 ft of proposed lots or parcels.

3. ADDITIONAL INFORMATION

- A. Describe purpose/intent of divisions. How are the parcels to be used? Will they become part of an association or other entity? If so, who will maintain? Will there be common open space or other similar features? If so, who will maintain?

Attach as Exhibit 5 "Purpose of Land Division"

If a private road is to be constructed, Exhibit 4 should also include a copy of a proposed maintenance agreement detailing how and by whom said road will be maintained.

- B. Provide a graphic (map) & written description of any previous land divisions from the parent parcel including the size, number and date of such divisions made since March 31, 1997. (If future divisions are being transferred from the parent parcel, indicate the number transferred and to what parcel.)

Attach as Exhibit 6 "Parent Parcel"

- C. If the project involves or requires easements, restrictive covenants or other such attachments to the land, provide copies of the instruments describing and granting same, including utility easements.

Attach as Exhibit 7 "Easements and Covenants"

Indicate if any portion of the parcels are in a flood plain or designated wetland area.

4. APPLICANT CERTIFICATION

By the signature attached hereto, the applicant certifies that the information included with this application is, to the best of his/her knowledge, true and accurate. The applicant also understands and acknowledges that the Township, the Township Staff and professional consultants retained by the Township to review and approve this request make no expressed or implied warranty as to the marketability of the property subject to the request. Furthermore, approval of this request does not warrant that prior land divisions associated with the subject property have been made consistent with local, state and federal law, nor is any guarantee being made or implied concerning any rights to future land divisions. Further, I give permission for any official involved in the approval process to enter the affected properties to inspect and verify the correctness of the information. Additionally, the applicant understands that the approval of a land division shall not, of itself, constitute an approval or permit required under other applicable Township ordinances. Approval of a division is not a determination that the resulting parcels comply with other Township ordinances or regulations.

By: _____

Date: _____

For Township Use Only

a. Date Application was Submitted: _____

b. Fee Paid **\$50.00** _____

c. Items Waived: _____

d. Road Easements Agreement Required: _____

e. Utility Easements Required: _____

f. Application/Site Plan Complete: _____

g. Submit to: Attorney _____
Health Dept. _____

Engineer/Planner _____ Road Commission _____
Fire Dept. _____ Other _____

h. REVIEWED & APPROVED

BY: _____

DATE: _____

REVIEWED & DENIED

BY: _____

DATE: _____

REASON FOR DENIAL:

LAND DIVISION CRITERIA

COMPLETE APPLICATION AND INCLUDE THE **SURVEY**, RETURN ONE COPY TO THE **TOWNSHIP** WITH THE REQUIRED SPLIT FEE AND ONE COPY TO THE **ASSESSOR** FOR PLAN REVIEW AND APPROVAL.

PROVIDE A DRAWING ON THE PROPOSED SPLIT TO SCALE AND ITS RELEVANCE TO THE PARENT PARCEL.

***NEED A MINIMUM OF 1 (ONE) ACRE PER SPLIT, AND A MINIMUM OF 165' OF ROAD FRONTAGE.

PROVIDE ANY PRIOR SPLIT HISTORY (MAY NOT HAVE BEEN RECORDED) TO THE ASSESSOR WITH SPLIT APPLICATION.

RETURN TO:

Liberty Township Hall

7478 N 41 Rd, PO Box 334

Manton MI 49663

ATTN: SPLIT APPLICATION

RETURN TO:

JOEL BREMER / ASSESSOR

3186 CREST HILL LN

TRAVERSE CITY, MI 49686