

RICHMOND TOWNSHIP PARCEL DIVISION APPLICATION
 34900 School Section Road, Richmond, MI 48062
 (586) 727-8998 Fax (586) 727-8997 www.richmondtp.org

SPLIT COMBINATION DESCRIPTION CORRECTION SPLIT/COMBINATION
**** (Approval of a division is not a determination that the resulting parcels comply with other ordinances, regulations or is a buildable lot.)****

PARENT #1 PARCEL ID NUMBER: _____ ADDRESS: _____ PHONE# _____

PROPERTY OWNER(S): _____ EMAIL ADDRESS: _____
 PHONE# _____

PARENT #2 PARCEL ID NUMBER: _____ ADDRESS: _____ PHONE# _____

PROPERTY OWNER(S): _____ EMAIL ADDRESS: _____

AFFIDAVIT:

I AGREE THE STATEMENTS MADE ABOVE ARE TRUE AND IF FOUND NOT TO BE TRUE THIS APPLICATION AND ANY APPROVALS WILL BE VOID. FURTHER, I AGREE TO COMPLY WITH THE CONDITIONS AND REGULATIONS PROVIDED WITH THIS PARCEL DIVISION. I UNDERSTAND THIS IS ONLY A PARCEL DIVISION WHICH CONVEYS ONLY CERTAIN RIGHTS UNDER THE STATE LAND DIVISION ACT. APPROVAL OF THIS DIVISION IS NOT A DETERMINATION THAT THE RESULTING PARCELS COMPLY WITH OTHER ORDINANCES, REGULATIONS OR THAT THE PARCEL MAY BE BUILDABLE.

I/WE UNDERSTAND BY SIGNING BELOW AND SUBMITTING THIS COMPLETED PARCEL DIVISION APPLICATION THAT:

1. THE VARIOUS TOWNSHIP DEPARTMENTS WILL REVIEW THE COMPLETED APPLICATION WITHIN 45 DAYS. IF DENIED, OWNER WILL BE NOTIFIED.
2. IF APPROVED BY THE TOWNSHIP, THE SURVEY WILL IMMEDIATELY BE SUBMITTED TO THE MACOMB COUNTY TREASURER'S OFFICE FOR PROCESSING AND ISSUE NEW SIDWELL NUMBERS FOR EACH PARCEL.
3. UPON RECEIVING THE NEW SIDWELL NUMBERS AND PROCESSED SPLIT FROM THE COUNTY, THE TOWNSHIP WILL ENTER THE PARCEL DIVISION INTO THE CURRENT ASSESSING "WORKING" DATA BASE.
4. THE OWNER (S) WILL BE NOTIFIED THAT THE PARCEL DIVISION IS COMPLETED ALONG WITH THE NEW SIDWELL NUMBERS.
5. ANY DUE OR UNPAID TAX (ES) OR SPECIAL ASSESSMENTS (S) UPON THE PROPERTY SHALL BE PAID PRIOR TO THE DIVISION, PARTITIONING OR SPLITTING OF LAND.

NOTE: DO NOT SIGN UNTIL SIGNATURE CAN BE NOTARIZED.

Signature: _____ Signature: _____ Date: _____
 Parent #1 Applicant/Owner Applicant/Owner

Subscribed and sworn before me on this _____ day of _____, 20_____

Notary Public, Macomb County, Michigan _____ My Commission Expires _____

NOTE: DO NOT SIGN UNTIL SIGNATURE CAN BE NOTARIZED

Signature: _____ Signature: _____ Date: _____
 Parent #2 Application/Owner Applicant/Owner

Subscribed and sworn before me on this _____ day of _____, 20_____

Notary Public, Macomb County, Michigan _____ My Commission Expires _____

- A. Intended Use (residential commercial, etc.) _____
- B. Each proposed Ag.-Res. parcel must have a minimum road frontage of 150' and not less than 1.5 (one and one half) acres. Any parcel of 10 acres or less must not exceed the depth to width ratio of 4 to 1.
- C. Each parcel has a width of _____ (not less than required by ordinance)*
- D. Each parcel has an area of _____ (not less than required by ordinance)*
- E. 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 road, proposed Road Name: _____
 - _____ A new private road, proposed Road Name: _____

*If more than one parcel to be split, attach on a separate sheet a drawing and description of each parcel to be split.

PARENT PARCEL IDENTIFICATION NUMBER: _____

OFFICE USE ONLY

Today's Date: _____
Check or Money Order: _____
Receipt Number: _____
Fees Collected By: _____

PLANNING & ZONING CONDITIONS/ACTION:

_____ Fee Paid _____ Survey _____ FF/SQ/1 to 4
_____ Public/Private Road _____ # of Splits _____ Zoning

Planning & Zoning Coordinator Signature _____ Date: _____

SUPERVISOR'S ACTION: Approved Denied Variance Required

Variance Conditions:

Supervisor's Signature _____ Date: _____

ASSESSOR'S ACTION:

_____ Land Division Act Compliance
_____ Land Division Ordinance Compliance

Assessor's Signature _____ Date: _____

TAX STATUS: Tax Year _____

Current _____ Delinquent _____ Verified By: _____ Date: _____

Special Assessments:

Current _____ Balance _____ Verified By: _____ Date: _____

ATTACHMENTS:

1. Survey w/legal description for current parcel (s) and **EACH** proposed new parcel.
 - Current boundaries (as of March 1997).
 - Existing improvements (i.e. buildings, wells, driveways, ponds, etc. including distances from property lines).
2. A fee of \$100.00 per parcel created plus \$5.00 Macomb County tax certification, check made payable to: "Richmond Township".
3. Proof of ownership (deed).
4. Proof of paid taxes (if showing delinquent on township records, a receipt from the county must be produced).

Revised: 2/2021

Filename: Public—Clerk—Planning--ParcelDivisionApplication