



LAND DIVISION & BOUNDARY CHANGE APPLICATION

Please make sure to answer all questions and include any necessary attachments. If anything is missing, we'll need to return the document to you. When you're ready, please submit your completed application—along with any applicable fees—to the City of Hastings Assessor's Office at the address listed above.

Approval of a division of land is required, before it is sold, when a new parcel is less than 40 acres, and not just a line adjustment. (Section 102, e & f).

This form is designed to comply with Sections 108 and 109 of the Michigan Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967 as amended, particularly by P.A. 591 of 1996 and P.A. 87 of 1997, MCL 560 et. Seq.)

Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.

Schedule of Fees

<u>Type</u>	<u>Fee</u>
Combination	\$ 35
Lot Splits-Two New Parcels	\$ 150
Lot Splits-Three New Parcels	\$ 175
Lot Splits-Four New Parcels	\$ 200
Lot Splits-Five New Parcels	\$ 225
Lot Splits-Six New Parcels	\$ 250

1. Parent parcel(s) information:

Address: _____

Parcel Identification Number: _____

Legal Description (attach if needed):

2. Property owner(s) information:

Name: _____

Address: _____

Phone: _____

(Continued) Property owner(s) information:

Name: _____

Address: _____

Phone: _____

3. Proposed division(s) to include the following:

- a. Number of acres currently in parent parcel: _____
- b. Number of new parcels: _____
- c. Intended use (residential, commercial, etc.): _____
- d. Each proposed parcel, if 10 acres or less, has depth to width ration of 4 to 1 or _____ to _____ as provided by ordinance:
- e. Each parcel has a width of _____ (not less than required by ordinance).
- f. Each parcel has an area of _____ (not less than required by ordinance).
- g. The division of each parcel provides access as follows (please check box).
 - ☐ 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: _____
- h. Describe or attach a legal description of proposed new road, easement, or shared drive:

- i. Describe or attach a legal description for each proposed new parcel(s):

4. Future divisions being transferred from the parent parcel to another parcel:

Indicate the number transferred: _____

If proposed division will result I more than one new parcel, please indicate parcel gaining future division rights: _____

See Section 109, (2) of the Statute. Deed must contain statements required in Section 109 (3&4) of the Statute.

5. Development site limitations (check each which represents a current existing condition on the parent parcel(s):

- ☐ *Waterfront property (river, lake, pond, etc.)*
- ☐ *Within a flood plain*
- ☐ *Includes wetlands*
- ☐ *Includes a beach*
- ☐ *Is located on muck soils, or soils known to have severe limitations for an on-site sewage system*

6. Attachments – All of the following attachments **MUST** be included:

a. *A scale drawing that complies with the requirements of P.A. 132 of 1970 as amended for the proposed division(s) of the parent parcel showing:*

- ☐ *Current boundaries (as of March 31, 1997)*
- ☐ *All previous divisions made after March 31, 1997 (indicate when made or none)*
- ☐ *The proposed divisions*
- ☐ *Dimensions of proposed divisions*
- ☐ *Existing and proposed road/easement right-of-ways*
- ☐ *Easements for public utilities from each parcel that is a development site to existing public utility facilities*
- ☐ *Any existing improvements (buildings, wells, drives, etc.)*
- ☐ *Tax Payment Certificate from the county certifying taxes have been paid for the parcel(s) (**SEE ATTACHED 5 year tax history form- Take to the County Treasurer's Office to be Completed**)*

b. *If the splits necessarily involve construction of a private road or drive for ingress or egress:*

Indication of approval or permit from the City of Hastings Department of Public Services that a proposed easement to provide vehicular access to an existing road or street meets applicable location standards, and further that said road or drive to be constructed will comply with current DPS guidelines for road construction.

c. *A copy of any reserved division rights (Section 109* (4) of the statute) of the parent parcel*

d. *A fee of \$ _____*

7. Improvements – Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel(s) or indicate none:

8. Affidavit and permission for municipal and state officials to enter the property for reason of inspections:

I agree the statements made above are true. If any are found not to be true, this application, and any approval, will then be null and void. Further, I agree to comply with the conditions and regulations provided with this parent parcel division. I give permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection. I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance and the State Land Division Act (formerly the Subdivision Control Act P.A. 288 of 1967 as amended, particularly by P.A. 591 of 1996 and P.A. 87 of 1997, MCL 560.101 et. Seq.) and does not include any representation of conveyance of rights in any other statute, building code, zoning ordinance, deed restrictions, or other property rights.

Finally, pending approval of this division, I understand that any revisions in local ordinances or state acts, which occur prior to the registering of said proposed division with the County Register of Deeds, must be complied with fully.

Property owner signature: _____

Additional owner signatures:

Date: _____

Total Fee \$ _____ Check # _____ Checks payable to City of Hastings

LAWS REGARDING REQUIRED ATTACHMENTS

Land Divion Tax Payment Certificate:

Effective September 15, 2019, Public Act (PA) – PA23 – 2019 requires the County Treasurer to certify taxes are paid on any parcel proposing a property description change. Take the parent parcel number of the property(s) to the Barry County Treasurer’s office and \$5 payment, with the attached 5-year tax payment form- they will complete the form at the county. Submit the Land Division Certification to the City of Hastings to continue processing your split.

Land Division Recording Survey:

Effective September 18, 2018, Public Act (PA) – PA193—2018 requires the professional land surveyor who prepared the survey shall record a certified copy in the office of the Register of Deeds in which the land is situated.

FOR OFFICE USE ONLY

Signature: _____

Date Application Completed: _____

Approval Date: _____

Denial Date: _____

Reason(s) for denial: _____