

Lyon Township  
PO Box 48  
Higgins Lake, MI 48627-0048  
(989)821-9694  
Parcel Division Application

You **MUST** answer all questions **AND** include all attachments or your application will not be considered. Submit your application to the Lyon Township Assessor.

**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 property line adjustment. (Sec 102 e & f)**

This form is designed to comply with Sec. 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 560.101 et seq.)

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

**1. LOCATION OF PARENT PARCEL OR TRACT to be split:**

Address: \_\_\_\_\_

**PARENT PARCEL OR TRACT IDENTIFICATION NUMBER:**

72-007- \_\_\_\_\_

**2. PROPERTY OWNER INFORMATION:**

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_

Phone number: \_\_\_\_\_

**3. PROPOSED DIVISION(S) TO INCLUDE THE FOLLOWING:**

- a. Number of new parcels: \_\_\_\_\_
- b. Intended use (residential, commercial, etc.) \_\_\_\_\_
- c. Each proposed parcel, if 10 acres or less, has a depth to width ratio of at least 4 to 1
- d. Each parcel has a width of at least \_\_\_\_\_ (not less than required by ordinance)
- e. Each parcel has an area of at least \_\_\_\_\_ (not less than required by ordinance).

f. 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: \_\_\_\_\_

g. Attach a legal description of the proposed new road name, easement, or shared driveway.

h. Attach a legal description for **each proposed new parcel and the remainder of the parent parcel, if any.**

**4. DEVELOPMENT SITE LIMITS** (Check all that apply)

\_\_\_\_\_ Waterfront property                      \_\_\_\_\_ Includes Wetlands

\_\_\_\_\_ Is within a flood plain                      \_\_\_\_\_ Includes a beach

\_\_\_\_\_ Is on muck soils or soils known to have severe limitations for on-site sewage system

**5. ATTACHMENTS**-All of the following attachments must be included. Letter each attachment as shown:

**A.** Proof of fee ownership of the land proposed to be divided.

**B.** A survey map of the land proposed to be divided, prepared pursuant to the survey map requirements of 1970 Public Act 132, as amended, (MCL 54.211) by a land surveyor licensed by the State of Michigan, showing **ALL** of the following:

1. Current boundaries
2. All previous divisions (legal) made after March 31, 1997.
3. The proposed divisions
4. The dimensions of the proposed divisions.
5. Adequate and accurate descriptions of all proposed new parcels and the remainder of the parent parcel.
6. Existing and proposed roads, easements (including, but not limited to, public utilities easements), and right of ways.
7. Any existing improvements (buildings, wells, septic systems, driveways, etc.)
8. Any features checked in question number 4.
9. Land Division Tax Certification completed by the Roscommon County Treasurer's Office

**C.** A copy of any reserved division rights in the parent parcel, or if a transfer of division rights is proposed in the land transfer, detailed information about the terms and availability of the

proposed division rights transfer. Indicate the number of division rights being transferred. \_\_\_\_\_. Make sure your deed includes both statements as required. (See section 109(2), (3), and (4) of the statute.

D. Proof that all standards of the State Land Division Act and the local Land Division Ordinance have been met.

E. A fee of \$\_\_\_\_\_.

**6. AFFIDAVIT** and permission for municipal, county, and state officials to enter the property for inspections:

I agree that 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 the parent parcel division. Further I agree to 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. Further, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance and 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 or conveyance of rights in any other statute, building code, zoning ordinance, deed restrictions, or other property rights.

**7. CLARIFICATION:**

Finally, even if this division is approved, I understand local ordinances, and State Acts change from time to time, and if changed the divisions made here must comply with the new requirements (apply for division approval again) unless deeds representing the approved divisions are recorded with the Register of Deeds or the division is built upon before changes to the law are made.

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Co-owner's Signature

\_\_\_\_\_  
Date

.....  
**For office use only**

Total fee paid \$\_\_\_\_\_

How paid \_\_\_\_\_  
(Check, cash, card)

Date application completed \_\_\_\_\_

Approval date \_\_\_\_\_

Denial date \_\_\_\_\_

Attach reason for denial.

\_\_\_\_\_  
Signature of reviewer

\_\_\_\_\_  
Date



*County of Roscommon*

**Rebecca A. Ragan, County Treasurer**

500 Lake St.

ROSCOMMON, MI 48653

(989) 275-5823 Fax (989) 275-4736

**LAND DIVISION TAX CERTIFICATION**

As per Public Act 23 of 2019 Section 109(1)i, the County Treasurer's office is certifying that all property taxes and special assessments for the 5 years preceding the date of the land division application have been paid.

The County Treasurer's office has collected a \$5.00 fee for a certification as per MCL 48.101 of PA 161 of 1895.

\_\_\_\_\_  
Parcel Number

\_\_\_\_\_  
Additional parcel number

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Additional parcel number

\_\_\_\_\_  
County Treasurer

\_\_\_\_\_  
Date

This form must be completed by the County Treasurer's office prior to submitting your land division application to the township.