

# Bear Creek Township Parcel Division Application

You **MUST** answer all questions and include all attachments, or this will be returned to you.  
Bring or mail to: Bear Creek Township, 373 N. Division Road, Petoskey, MI 49770

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

In the box below, fill in where you want this form sent, when the review is completed.

|  |                  |
|--|------------------|
|  | name             |
|  | address          |
|  | city, state, zip |

This form is designed to comply with applicable land division ordinances 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], MCL 560.101 et. seq.

CONTROL  
No \_\_\_\_\_  
Date \_\_\_\_\_  
Name \_\_\_\_\_  
DO NOT WRITE IN THIS BOX

**1. LOCATION of parent parcel to be split:**

Address \_\_\_\_\_, Road Name \_\_\_\_\_

Parent Parcel number: \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

A. Legal description of Parent Parcel \_\_\_\_\_  
\_\_\_\_\_

Township, City or Village Name \_\_\_\_\_

B. Write here, or attach, a legal description for each proposed parcel. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. PROPERTY OWNER Information:**

Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Address \_\_\_\_\_ Road Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

**3. APPLICANT Information (if not the property owner):**

Contact Person's Name \_\_\_\_\_

Business Name \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Address \_\_\_\_\_ Road Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

**4. PROPOSAL – Describe the division(s) being proposed:**

A. Number of new Parcels \_\_\_\_\_

B. Intended use (residential, commercial, etc.) \_\_\_\_\_

C. The division of the parcel provide access to an existing public road by: (check one)

\_\_\_\_\_ Each new division has frontage on an existing road.

\_\_\_\_\_ A new public road, proposed road name \_\_\_\_\_  
(Road name can not duplicate an existing road name)

\_\_\_\_\_ A new private road, proposed road name \_\_\_\_\_  
(Road name can not duplicate an existing road name)

\_\_\_\_\_ A recorded easement (driveway).

4A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Future Divisions being reserved? \_\_\_\_\_ For Whom? \_\_\_\_\_

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 190(3) and 109(4) of the Statute.)

6. DEVELOPMENT SITE LIMITS Check each which represents a condition which exists on the parent parcel:
- \_\_\_\_\_ Any part of the parcel is in a DNR-designated critical sand dune area.
  - \_\_\_\_\_ The parcel is riparian or littoral (it is a river or lake front parcel).
  - \_\_\_\_\_ Any part of the parcel is effected by a Lake Michigan High Risk Erosion setback.
  - \_\_\_\_\_ Any part of the parcel includes a wetland.
  - \_\_\_\_\_ Any part of the parcel includes a beach.
  - \_\_\_\_\_ Any part of the parcel is within a flood plain.
  - \_\_\_\_\_ Any part of the parcel includes slopes more that twenty five percent (a 1:4 pitch or 140 angle.)

7. ATTACHMENTS (All attachments must be included). Letter each attachment as shown here.

- \_\_\_\_\_ A. Map, drawn to scale, of the proposed division(s) of the parent parcel showing:
  - (1) boundaries as of March 31, 1997, and
  - (2) all previous divisions made after March 31, 1997 (indicate when made or none), and
  - (3) the proposed division(s), and
  - (4) dimensions of the proposed division(s), and
  - (5) existing and proposed road/easement right-of-way(s), and
  - (6) easements for public utilities from each parcel to existing public utility facilities, and
  - (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
  - (8) any of the features checked in question number 6.
- \_\_\_\_\_ B. Indication of approval, or permit from Emmet County Road Commission, MDOT, or respective city/village street administrator, for each proposed new road, easement or shared driveway.
- \_\_\_\_\_ C. A copy of any reserved division rights (109(4) of the Act) in the parent parcel.
- \_\_\_\_\_ D. A fee of \$25.00. Payable to Bear Creek Township.
- \_\_\_\_\_ E. Certification from Emmet County Treasurer.
- \_\_\_\_\_ F. Other (please list) \_\_\_\_\_

8. AFFIDAVIT and permission for municipal, 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 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. Finally, 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 sub-division control act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996) MCL 560.101 et. seq.), and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Finally even if this division is approved, I understand zoning, local ordinances and state Act 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 the changes to laws are made.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

and  
Property Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTE: Original + 2 copies of this page must be received by Assessor**

**DO NOT WRITE BELOW THIS LINE**

Reviewer's action:

\_\_\_\_\_ Approved: Signature and Date \_\_\_\_\_ Conditions, if any: \_\_\_\_\_

\_\_\_\_\_ Denied: Signature and Date \_\_\_\_\_ Reasons ( cite ) : \_\_\_\_\_