

**LAND DIVISION REQUIREMENTS**

Beaver Creek Township will not be responsible for divisions that do not meet minimum lot size Requirements for building purposes.

Lot depth to width ratio as established by Public Act 591 "LAND DIVISION ACT" and adopted in Beaver Creek Township's Ordinance is a maximum of eight (8) feet of depth to a one (1) foot of width.

**Township Guidelines Governing Acceptance of Application:**

Complete surveyed drawing of parent parcel with divisions incorporated with all access roads Included on drawing.

Location of all buildings on the property and land improvements with setbacks.

Legal Descriptions of all parcels to be divided must be included.

Need proof of fee simple ownership; "Warranty Deed".

Need certificate of paid taxes from county Treasurer **(Five Dollar fee for this form)**

If all of the above requirements are not received with the Land Division Application may be rejected.

If Multiple Parent Parcels are involved, all must be under the exact same ownership.

**Be aware that all parcel Land Division Applications submitted have forty-five (45) days to respond.**

**Please submit in a timely fashion to allow ample time for analyzing prior to any sales.**

It is understood that the division (s) proposed will be divided in the following years Assessment Roll with the taxable value prorated proportionately to each description.

Parent Parcel# \_\_\_\_\_

Signature of property owner: \_\_\_\_\_

Dated: \_\_\_\_\_

**BEAVER CREEK TOWNSHIP PARCEL DIVISION APPLICATION**  
**8888 SOUTH GRAYLING ROAD, GRAYLING, MI 49738**

**PHONE: (989) 275-8878**

**FAX: (989) 275-9965**

YOU MUST ANSWER ALL QUESTIONS AND INCLUDE ALL ATTACHMENTS. BRING OR MAIL TO BEAVER CREEK TOWNSHIP, AT ABOVE ADDRESS.

Approval of a division of land is required before a split property, is sold.

This form is designed to comply with Sec. 108 and 109 of the Michigan Land Division Act (formerly the subdivision control of act P.A. 288 of 1967 as amended (particularly to 1996 and P.A. 87 of 1997, MCI 560 et.seq.).

**(APPROVAL OF A DIVISION IS NOT A DETERMINATION THAT THE RESULTING PARCELS COMPLY WITH OTHER ORDINANCES OR REGULATIONS WHICH REGULATE ITS USE.)**

**1. LOCATION OF PARENT to be split:**

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

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

Parent Parcel Identification Number: \_\_\_\_\_

Parent Parcel Legal Description (DESCRIBE OR ATTACH) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. PROPERTY OWNER INFORMATION:**

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

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

**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 8 to 1 or \_\_\_\_\_ to \_\_\_\_\_ as provided by ordinance.

D. Each parcel has a width of \_\_\_\_\_ (not less than required by ordinance)

E. Each parcel has an area of \_\_\_\_\_ (not less than required by ordinance)

F. The division of each parcel provides access as follows: (check one)

a) Each new division has frontage on an existing public road.

Road name: \_\_\_\_\_

b) A new public road, proposed road name: \_\_\_\_\_

c) A new private road, proposed road name: \_\_\_\_\_

G. Describe or attach a legal description of proposed new road, easement or shared driveway: \_\_\_\_\_

H. Describe or attach a legal description for each proposed new parcel: \_\_\_\_\_

\_\_\_\_\_

4. **FUTURE DIVISIONS** being transferred from the parent parcel to another parcel. Indicate number transferred \_\_\_\_\_. (See section 109 (2) of the Statute. Make sure your deed includes both statements as required in 109 (3 & 4) of the Statute.

5. **DEVELOPMENT SITE LIMITS**-Check each which represent a condition which exists on the parent parcel:

\_\_\_\_\_ Waterfront property (river, lake, pond, etc.) \_\_\_\_\_ 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

6. **ATTACHMENTS**-All the following attachments **MUST** be included. Letter each attachment as shown.

- A. Proof of fee ownership of the land proposed to be divided. (Attach Warranty Deeds)
- 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. 1. Showing the dimensions and legal descriptions of the existing parcel and the parcels proposed to be created by the division(s). 2. The location and Set Backs of all existing structures and other land improvements. 3. The accessibility of the parcels for vehicular traffic and utilities from existing public roads.
- C. If a transfer of division rights is proposed in the land transfer detained information about the terms and availability of the proposed division rights transfer.
- D. A copy of any reserved division rights (sec. 109(4) of the act) in the parent parcel.
- E. A fee of **\$150.00** due at time of turning in application.
- F. Certificate of Paid Taxes for all Parcels from the County Treasurer.

7. **IMPROVEMENTS**-Describe any existing improvements (buildings, well, septic, etc., which are on the parent parcel or indicate none).

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 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 for purposes of inspection. Finally, I understand this is only a parcel division which convey 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 or conveyance of rights in any other statute, zoning ordinance, deed restrictions or other property rights.

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 must comply with the new requirements (apply for division approval again) unless deeds representing the approved divisions are recorded with the Register of Deeds division is built upon before the changes to laws are made.

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

Date: \_\_\_\_\_



Signature: \_\_\_\_\_

Application Completed Date: \_\_\_\_\_

Approval Date or Denial Date: \_\_\_\_\_

Reasons for Denial (See Attached) \_\_\_\_\_

**PARCEL DIVISION APPLICATION**

Zoning Department:

Case Number: \_\_\_\_\_

\_\_\_\_\_ Buildable

\_\_\_\_\_ Not Buildable

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Assessing Department:

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied (Reason—see attached)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_



FOR OFFICE USE ONLY-REVIEWER'S ACTION:

TOTAL FEE: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_

DATE PAID: \_\_\_\_\_

RECEIPT NUMBER: \_\_\_\_\_

# COUNTY OF CRAWFORD

200 West Michigan Ave.  
Grayling, MI 49738  
989-344-3204 or 989-344-3231

kwagner@crawfordco.org

jharris@crawfordco.org

**Kate Wagner, County Treasurer**

Jamie Harris, Chief Deputy County Treasurer

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## Land Division Tax Payment Certification Form

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

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

Owner City, State, Zip: \_\_\_\_\_

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

Property City, State, Zip: \_\_\_\_\_

Parcel ID Number: \_\_\_\_\_

Attach a description of the parcel to be divided

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### CERTIFICATION DENIED

The Crawford County Treasurer's Office has found delinquent taxes on the parcel listed above and cannot issue a certification of tax payment.

Delinquent Taxes Owed: \_\_\_\_\_

### CERTIFICATION APPROVED

Pursuant to House Bill 4055, the Crawford County Treasurer's Office certifies that all property taxes and special assessments due on the above parcel subject to the proposed division for the five years preceding the date of the application have been paid. This certification does not include taxes, if any, now in the process of collection by the City, Village or Township Treasurer.

Certified by: \_\_\_\_\_ Date Certified: \_\_\_\_\_