

PARCEL DIVISION/COMBINATION APPLICATION

Charter Township of Commerce
2009 Township Drive, Commerce Township, Michigan 48390
(248) 624-0110

*This form is designed to comply with Public Act 286 of 1967 and Chapter 22 of the
Charter Township of Commerce Code of Ordinances: Land Division.*

Please answer all questions and include all attachments. Bring or mail this completed application to the Charter Township of Commerce at the above address.

Date Submitted: _____

Type of Request (*check one*): Split _____ Combination _____

Submitted by: _____ (Name)

_____ (Address)

_____ (Phone)

_____ (Fax)

_____ (Email)

General description of what you seek to accomplish: _____

SECTION I. GENERAL (*Complete this section for land division and combination applications.*)

A. Development site limits. (*Check each item that represents a condition which exists on the property[ies]:*)

_____ Waterfront property (river, lake, pond, etc.)

_____ Within a flood plain

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- _____ On muck soils or soils known to have severe limitations for on site sewage system
 - _____ Includes wetlands
 - _____ Includes a beach

B. Improvements. *(Describe any existing improvements (buildings, well, septic, etc.) which are on the property[ies] or indicate none).*

SECTION II. LAND DIVISION *(Complete this section for land divisions only.)*

Approval of a division of land is required before it is sold, when a **new parcel is less than 40 acres.**

Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations. Approval of this application does not indicate these sites are buildable nor negate the need for approval from other agencies.

A. Location of Parent Parcel to be split: Address: _____ Road Name: _____

Parent Parcel Identification Number: _____

Parent Parcel Legal Description *(describe or attach)*: _____

Property served by *(check one)*: Sewer _____ Water _____ Septic _____ Well _____

Property Taxes (*check one*): are _____ are not _____ current.

B. Property Owner Information:

Name: _____ Address: _____

Phone: _____

C. Proposed Division(s) to include the following:

(1) Number of new parcels: _____

(2) Intended use (residential, commercial, etc.): _____

(3) Access to each new parcel will be provided by (*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: _____

D. Attachments. (*All of the following attachments must be included.*)

- (1) A tentative parcel map drawn to scale showing the land at issue including the parent parcel or parent tract which is the subject of the application, and the area, parcel lines, public utility easements, and the manner of proposed access for each resulting parcel. A tentative parcel map shall include:
 - (a) Date, north arrow, scale, and the name of the person or firm responsible for the preparation of the tentative parcel map;
 - (b) Proposed boundary lines and the dimensions of each parcel;
 - (c) An adequate and accurate description of each resulting parcel;
 - (d) A drawing or written description of all previous land divisions, occurring on or after March 31, 1997, from the same parent parcel or parent tract, identifying the number, area and date of such divisions;
 - (e) The location, dimensions and nature of proposed ingress to and egress from any existing public or private streets;
 - (f) The location of any public or private street, driveway or utility easement existing, or to be located within any resulting parcel. Copies of the instruments describing and granting such easements shall be submitted with the application;

- (g) The location of any street, driveway, utility easement or other encumbrance over a proposed parcel serving another parcel; and
 - (h) The location of wetlands and floodplains, if any, and the proposed building location in relation to these features.
- (2) If the property has access by an easement, provide an indication of approval or permit from the Road Commission for Oakland County, Michigan Department of Transportation or respective city/village street administrator that the proposed easement provides vehicular access to an approved existing road or street which meets applicable location standards.
- (3) A copy of any reserved division rights in the parent parcel.
(for land division only)
- (4) A fee of \$250.00.
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E. Future Divisions being transferred from the parent parcel to another parcel:

Indicate number being transferred, if any: _____

F. Please indicate the names and addresses you would like on the tax roll for each parcel:

Parcel One	Parcel Two	Parcel Three

G. Additional Information:

- (1) If this application is approved, a legal description including a certified survey will need to be provided to the Township before the parcel division is complete.
- (2) If necessary, the Township may request additional title information to identify the parent parcel.

SECTION III. LAND COMBINATION (Complete this section for land combinations only.)

A. Parcel One:

Parcel Identification Number: _____

Address: _____

Owner: _____ (signature)

_____ (print name)

Property served by (check one): Sewer _____ Water _____ Septic _____ Well _____

Property Taxes (check one): are _____ are not _____ current.

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B. Parcel Two:

Parcel Identification Number: _____

Address: _____

Owner: _____ (signature)

_____ (print name)

Property served by (check one): Sewer _____ Water _____ Septic _____ Well _____

Property Taxes (check one): are _____ are not _____ current.

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TOWNSHIP USE ONLY

A. Reviewer's Action:

Total Fee \$ _____ Check # _____

B. Application Checklist.

- _____ Proof of ownership for property(ies)
- _____ Map meets requirements of the Township Code of Ordinances regulating land divisions.
- _____ Evidence of Land Title if necessary
- _____ Fee

C. Comments on preliminary sketch and recommendation:

_____ Planning: _____

_____ Building: _____

TOWNSHIP USE ONLY

Signature: _____

Printed Name: _____

Application Completed? Date: _____

Application Approved? Date: _____

Application Denied? Date: _____

Reasons for denial: _____

