



# CITY OF CHEBOYGAN

## PARCEL DIVISION APPLICATION

OFFICE USE ONLY:
Date Received: _____
*Fee Received: _____
(* \$250.00 subject to change)

You **MUST** answer all questions and include all attachments, or this will be returned to you.

**Bring or mail to: City of Cheboygan, PO Box 39, 403 N. Huron St., Cheboygan, MI 49721**

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

Fill in below where you want this form sent when the review is completed.

### Part 1: APPLICANT INFORMATION

<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>CITY, STATE, ZIP CODE:</b>	
<b>TELEPHONE:</b>	
<b>EMAIL:</b>	

This form is designed to comply with applicable zoning, land division ordinances and Sec. 109 of the Michigan Land Division (formerly the subdivision control act, P.A. 288 of 1967, as amended particularly by P.A. 591 of 1996, MCL 560.101 et. Seq. and any subsequent amendments.

### Part 2: PARENT PARCEL INFORMATION

A. LEGAL DESCRIPTION OF PARENT PARCEL (OR ATTACH)

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B. SIZE OF PARENT PARCEL

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C. LIST OR ATTACH COPIES OF ALL PREVIOUS DIVISIONS OF THE PARENT PARCEL

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**Part 3: INFORMATION REGARDING PROPOSED DIVISION OF PARENT PARCEL**

A. TOTAL NUMBER OF PROPOSED NEW PARCELS

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B. EACH OF THE PARCELS RESULTING FROM DIVISION OF THE PARENT PARCEL WILL HAVE ACCESS TO AN EXISTING PUBLIC ROAD BY (CHECK ONE)

- ( ) An individual driveway access to the existing public road
- ( ) A new public road
- ( ) A new private road
- ( ) A recorded easement

C. ATTACH A LEGAL DESCRIPTION FOR EACH PROPOSED NEW PARCEL

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**Part 4: REQUIRED ATTACHMENTS**

A. SITE PLAN DRAWN TO SCALE, SHOWING

- (1) The parent parcel and the number of divisions since March 31, 1997; AND
- (2) All proposed parcels; AND
- (3) The dimensions of each proposed parcel; AND
- (4) Locations of rights-of-way for all existing and proposed roads and easements; AND
- (5) Locations of easements for public utilities from each proposed parcel to existing public facilities; AND
- (6) Location of improvement and setbacks from site lines; AND

B. APPROVALS OR PERMITS FOR THE LOCATIONS OF EACH PROPOSED NEW ROAD, EASEMENT OR SHARED DRIVEWAY ISSUED BY APPLICABLE COUNTY ROAD COMMISSION, MICHIGAN DEPARTMENT OF TRANSPORTATION, CITY OR VILLAGE STREET ADMINISTRATOR

C. CERTIFIED LAND DIVISION TAX PAYMENT CERTIFICATION FORM FROM CHEBOYGAN COUNTY TREASURER

**Part 5: INFORMATION REGARDING DEVELOPMENT SITES**

A. Does any proposed parcel currently have, or is any proposed parcel intended for, building development? ( ) Yes ( ) No

If you checked “YES” proceed with B below. If you checked “NO”, the balance of the information does not apply. Simply sign and date Part 6 of this Application.

B. Of the parcels currently having or intended for building development, will any be used only for agricultural or forestry purposes? ( ) Yes ( ) No

If you checked “YES”, note on the attached site plan all parcels that apply. Then proceed with “C” below. If you checked “NO”, proceed directly with “C” below.

C. Of the parcels currently having or intended for building development, will any be used as residential

building sites? ( ) Yes ( ) No

If you checked "NO", the balance of the information does not apply. Simply read, sign, and date Part 6 of this Application. If you checked "YES", note on the attached site plan all parcels that apply. Also attached the following items:

- (1) A soil evaluation or septic system permit, prepared by the County Health Department, for each applicable parcel that will not be served by the public sewer system; and
- (2) An evaluation or well permit for potable water, prepared by the County Health Department, for each applicable parcel that will not be served by the public water system.

**Part 6: 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 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 subdivision 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 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 division 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: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE:**

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**Part 7: MUNICIPAL APPROVAL OR DENIAL**

- ( ) This Application is approved.
- ( ) This Application is denied for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
City Manager and/or Zoning Administrator  
City of Cheboygan, Michigan

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

\_\_\_\_\_  
Assessor  
City of Cheboygan, Michigan