

**LAND DIVISION APPLICATION  
BACKUS TOWNSHIP  
2360 S. MAPLE VALLEY RD.  
ST HELEN, MI 48656**

You **MUST** answer all questions and include all attachments, or this will be returned to you.  
**NOTICE - YOU WILL BE NOTIFIED WITHIN 45 DAYS IF THIS DIVISION IS APPROVED**

| 1. Applicant/ Ownership Detail  |  |
|---|--|
| A. Name:  |  |
| B. Mailing Address:   |  |
| C. Telephone:<br>D. Fax:  |  |
| E. Name, Address and Ownership Interest:<br>Provide the names, mailing addresses and type of ownership interest of all parties having an interest in the land to be divided. Use additional sheets as necessary.<br><input type="checkbox"/> Check if additional sheet attached.<br><input type="checkbox"/> Attach as Exhibit 1. |  |

| 2. Property Detail  |  |
|---|--|
| A. Address of Property to be Divided (if applicable)<br>Number/Street:<br>City/State/Zip:   |  |
| B. Tax Identification Number(s) of Property to be Divided<br>(found on tax bill or obtained from Assessor's Office).  |  |
| C. Legal Description of Property to be Divided, including existing easements and covenants.   | Attach as Exhibit 2 - Original Parcel (may be included on Parcel Map). |
| D. Legal Description of Parcels to be Created, including all Remnant Parcels. Are future divisions being reserved, for which parcel? Include all easements and covenants. | Attach as Exhibit 3 - Parcels Created (may be included on Parcel Map). |
| E. Indication of approval, or permit from Roscommon County Road Commission or M.D.O.T., for each proposed new public or private road, easements or shared driveway.       | Attach as Exhibit 4 - Roads Created.                                   |

**LAND DIVISION APPLICATION  
 BACKUS TOWNSHIP  
 2360 S. MAPLE VALLEY RD.  
 ST HELEN, MI 48656**

**F. Attach 5 copies of Tentative Parcel Map to Include (on a scale not to exceed 1 inch equals 60 feet):**

- Date, north arrow, scale and name of individual or firm responsible for completion of the parcel map.
- Name and address of applicant.
- Proposed lot lines and their dimensions.
- Location and nature of proposed ingress and egress locations to any existing public or private streets.
- Location of any public or private street, driveway, lake or stream, access, or utility easements to be located within any proposed lot or parcel or to benefit the same.
- General topographic features including contour intervals not to exceed 10 feet.
- Any existing buildings, public or private streets, and driveways within 100 feet of all proposed lots or parcels.
- Zoning designation of all proposed lots or parcels.
- Small Sketch of properties and streets within one quarter (1/4) mile of the subject site.
- Proposed method of storm drainage.

**3. Additional Information**

|   |  |
|---|--|
| <p><b>A. Describe purpose/intent of divisions. How are the parcels to be used? Will they become part of an association or other entity? Will the parcels be served by private roads? If so, who will maintain the roads? Will there be common open space or other similar features? If so, who will maintain?</b></p> | <p>Attach as Exhibit 5 - Purpose of Land Division.</p> <p>If a private road is to be constructed, Exhibit 4 should also include a copy of a proposed maintenance agreement detailing how, and by whom, said road will be maintained.</p> |
| <p><b>B. Provide a graphic (map) or written description of any previous land divisions from the parent parcel made after March 31, 1997, including the size, number, and date of such division.</b></p>   | <p>Attach as Exhibit 6 - Parent Parcel.</p>  |
| <p><b>C. For future use.</b></p>  | <p>Attach as Exhibit 7</p>   |
| <p><b>D. If the project involves easements, restrictive covenants, or other such attachments to the land, provide copies of the instruments describing and granting same.</b></p>   | <p>Attach as Exhibit 8 - Easements and Covenants.</p>  |

**LAND DIVISION APPLICATION  
BACKUS TOWNSHIP  
2360 S. MAPLE VALLEY RD.  
ST HELEN, MI 48656**

**4. Applicant Certification**

By the signature attached hereto, the applicant certifies that the information included with this application is to the best of his/her knowledge, true and accurate. The applicant also understands and acknowledges that the Township, the Township Staff, and professional consultants retained by the Township to review and approve this request make no expressed or implied warranty as to the marketability of the property subject to the request. Furthermore, approval of this request does not warrant that prior land divisions associated with the subject property have been made consistent with local, state, and federal law, nor is any guarantee being made or implied concerning any rights to future land divisions. 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.

By: \_\_\_\_\_

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

|   |                       |
|---|-----------------------|
| <b>For Township Use Only</b>  |                       |
| A. Date Application Submitted:  | / /                   |
| B. Fee Paid:  | \$                    |
| C. Items Waived:<br>Attach additional sheets as necessary.  |                       |
| D. Road/Easement Agreement required:<br>Attach additional sheets as necessary.  |                       |
| E. Application/Site Plan Complete:<br>Attach additional sheets as necessary.  |                       |
| F. Submit To:   |                       |
| <input type="checkbox"/> Attorney <input type="checkbox"/> Engineer <input type="checkbox"/> Planner <input type="checkbox"/> Road Commission<br><input type="checkbox"/> Health Department <input type="checkbox"/> Fire Department <input type="checkbox"/> Other _____ |                       |
| G. Reviewed/Approved:   | By: _____ Date: _____ |

## CONDITIONS OF APPROVAL:

A decision approving a land division shall be effective for not more than 180 days after such approval by the Township Board, unless the following requirements are satisfied within such 180-day period.

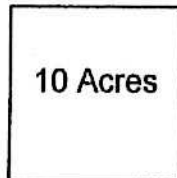
- A. A deed or other recordable instrument of conveyance, accurately describing the resulting parcel (s) other than the remainder of the parent parcel or parent tract retained by the applicant, be recorded with the Roscommon County Register of Deeds and a copy thereof showing proof of such recording, shall be filed with the Assessor or the Zoning Administrator. A copy of each deed or other instrument of conveyance shall contain the statement required by Section 109 (3) of the Act commencing the right to make further divisions.
- B. A survey accurately showing the resulting parcel (s) shall be recorded with the Roscommon County Register of Deeds and a copy therefore, showing proof of recording, shall be filed with the Assessor or Zoning Administrator. Such survey shall comply with the minimum requirements of Public Act 132 of 1970, as amended.
- C. A completed public or private road service the property. Completion shall mean inspection and written approval and acceptance by Backus Township Board for private roads, and in the case of public roads, also approved and accepted by the Roscommon County Road Commission. If a public road services the parcel, the Road Commission approval shall also include a driveway culvert approval

IF PARAGRAPHS A, B, AND C ARE NOT SATISFIED, SUCH LAND DIVISION APPROVAL SHALL, WITHOUT FURTHER ACTION ON THE PART OF THE TOWNSHIP, BE DEEMED REVOKED AND OF NO FURTHER EFFECT AFTER THE 90<sup>TH</sup> DAY FOLLOWING SUCH APPROVAL BY THE TOWNSHIP BOARD.

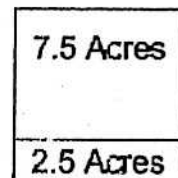
This form must be filed by an owner of a parent parcel or parent tract of land when the owner creates a parcel from the parent parcel or parent tract and transfers the right to make a further division(s) to the owner of the created parcel.

Example: The owner of a parent parcel 10 acres in size is selling off a created parcel 2 1/2 acres in size. In this example the 10 acre parent parcel qualifies under the Land Division Act to make four (4) divisions before platting is required. Therefore, two (2) more divisions may be made before platting is required.

Parent Parcel  
Before Sale



After Sale



The owner of the parent parcel who sold the 2 1/2 acre parcel can keep the authority to make two (2) additional divisions or may convey the authority to make one or both of the additional divisions to the owner of the created parcel.

If the owner of the parent parcel conveys the authority to make one or both additional divisions to the owner of the 2 1/2 acre created parcel, this form (L-4260a) must be filed with the local assessor within 45 days of that action.

**This form must also be filed when the owner of a parent parcel or parent tract conveys the parent parcel or parent tract, and also transfers the right to make further divisions to the new owner of the parent parcel or parent tract.**

**For more information about the Land Division Act, you may contact the Subdivision Control Section of the Department of Consumer and Industry Services at (517) 334-7750.**

**Excerpt from P.A. 87 of 1997**

Sec. 109(2) The right to make divisions exempt from the platting requirements of the act under section 108 and this section can be transferred, but only from a parent parcel or parent tract to a parcel created from that parent parcel or parent tract. A proprietor transferring the right to make a division pursuant to this subsection shall within 45 days give written notice of the transfer to the assessor of the city or township where the property is located on the form prescribed by the state tax commission under section 27a of the general property tax act, P.A. 206 of 1893, MCL, 211.27a. The state tax commission shall revise the form to include substantially the following questions in the mandatory information portion of the form:

(a) "Did the parent parcel or parent tract have any unallocated divisions under the land division act, P.A. 288 of 1967, MCL 560.101 to 560.293? If so, how many?"

(b) "Were any unallocated divisions transferred to the newly created parcel? If so, how many?"

**Backus Township Land Division Charges**

**Base Fee is \$75.00  
Each parcel is \$25.00**

**A check made payable to Backus Township for the correct fee should accompany the  
Land Division Application.**

**S/Backus Township**