

Parcel Division Application

You MUST answer all the questions and include all attachments, or this will be returned to you. Bring or mail this application to the Watertown Townships assessor. Telephone (989) 795-2127 Mail PO Box 39, Fostoria MI. 48435.

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.

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

_____ Name

_____ Address

_____ City, State, Zip

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

Address: _____

Parcel Number: _ _ _ - _ _ _ - _ _ _ - _ _ _ - _ _ _

Legal Description (attach extra sheet if needed):

2. **Property Owner** Information:

Name: _____ Phone: (_ _ _) _ _ _ - _ _ _

Address: _____ Street/Road Name: _____

City: _____ State: _____ Zip Code _____

3. A. **Proposal:** Describe what is being proposed (attach extra sheets if needed):

Number of new Parcels (and acreage of each): _____

Intended Use (Residential, Agricultural, etc.) _____

The division of the parcel provides 200 ft of access to an existing public road (Check One):

_____ Each new division has 200 ft of frontage on existing public road.

_____ A new Road has been approved by the Road Commission (attach proof).

_____ A recorded Easement. (Cannot service more than two potential sites).

B. Attach a legal description for each proposed new parcel.

4. Have there been any divisions of the parent parcel since March 31, 1997? ____ Yes ____ No

5. Are there any existing buildings located on this parcel ____ Yes ____ No (If yes, indicate the location of each building on the survey being submitted with this application).

6. **ATTACHMENTS** (All attachments **must** be included).

- a. Survey and Legal Description of each proposed land division, including any existing improvements (buildings, etc.).
- b. Deed or Proposed Deed for Property Owner Receiving new parcel(s), if parcel(s) are not staying with current applicant.
- c. Indication of approval, or permit from the County Road Commission, for each new proposed road or easement. (If Applicable)
- d. Proof Property Taxes are paid up to date (Certificate from the Tuscola County Treasurer).
- e. Letter from Electric Company of Proof of Utility Easement for new Parcel(s).
- f. Approval from Zoning Board **if** split does not have at least 2 acres and 200 ft of road access, Approval from Zoning Board **MUST** come first. (If Applicable)
- g. A Fee of \$135 for first split, plus \$50 for every additional split.

Splits Applied for in the current year, **will NOT be active until the FOLLOWING YEAR.**

These New Parcels active in the year _____ If parcels are transferred in the current year _____ Seller (Land division Applicant(s)) will be responsible to make sure **ALL** Property taxes are paid in the applied year.

Signature of Owner(s): _____

Date: _____ Fee \$ _____ Check # _____ Cash Paid _____

For **TOWNSHIP USE**

Approval date: _____

Township Approval Signature: _____

Denial Date: _____

Reason For Denial: _____

New Parcel #(s):
