

**LOCKE TOWNSHIP**  
 INGHAM COUNTY  
 WILLIAMSTON, MICHIGAN 48895

**APPLICATION FOR LAND DIVISION PERMIT**

<b>APPLICANT:</b>		
Name:		
Company (if applicable):		
Mailing address:		
City:	State:	Zip:
Telephone: (daytime) (      )	(evening) (      )	
(fax) (      )	(other) (      )	

Applicant is the ☐ owner or ☐ authorized agent of the owner (check one, as applicable) of the parcel proposed to be divided. **Attach proof of ownership** of the land proposed to be divided, such as a copy of the deed or land contract conveying the property, and **if the applicant is a person or entity other than the legal owner(s) of record of the land proposed to be divided, written authorization from the owner(s)**, which may be an architectural, engineering or construction contract, power of attorney, or letter of authorization, signed by the owner and appointing the applicant as the agent of the owner(s).

<b>LEGAL OWNER(S) OF RECORD (if different than applicant):</b>		
Name(s):		
Company (if applicable):		
Mailing address:		
City:	State:	Zip:
Telephone: (daytime) (      )	(evening) (      )	
(fax) (      )	(other) (      )	

**PARENT PARCEL OR TRACT:**

Full legal description of the parcel or tract proposed to be divided: (You may refer to the description contained in an attached deed or land contract, if legible. Use additional sheets as attachments if necessary):

Street address of parcel:

Property tax parcel number(s): 33-04-04- - -

The legal description of the parent parcel or tract is recorded with the Ingham County Register of Deeds in (Deeds, Plats, etc): \_\_\_\_\_, Liber: \_\_\_\_\_, Page: \_\_\_\_\_.

Have there been any parcels that shared a common property line with this parcel that have been under the same ownership at any time since March 30, 1997? ☐ Yes ☐ No. If "Yes", attach a copy of this section for each such parcel with all required information and documentation.

**Attach a copy of a deed, memorandum of land contract or other legal document recorded with the Ingham County Register of Deeds on or before March 30, 1997, showing the legal description of the parent parcel or tract, the liber and page numbers and the certification of recording by the Register of Deeds.**

**PREVIOUS DIVISIONS OF THE PARENT PARCEL OR TRACT:**

(Check applicable paragraph).

- ☐ No parcels have previously been created from the parent parcel or tract shown above.  
☐ One or more parcels have been previously created from the parent parcel or tract shown above. For each previously created parcel, attach a duplicate copy of this page, showing the following:

Legal description:

Street address of parcel:

Property tax parcel number(s): 33-04-04- - -

The legal description of this parcel is recorded with the Ingham County Register of Deeds in (Deeds, Plats, etc): \_\_\_\_\_, Liber: \_\_\_\_\_, Page: \_\_\_\_\_.

**Attach a copy of a deed, memorandum of land contract or other legal document recorded with the Ingham County Register of Deeds showing the legal description of the parcel, the liber and page numbers and the certification of recording by the Register of Deeds. If unrecorded, attach a copy of the unrecorded instrument creating the parcel.**



**PROPOSED NEW PARCEL(S):**

The full legal description of the parcel(s) proposed to be created is (are) as follows: (You may refer to the description contained in an attached proposed deed or land contract, if legible. Use additional sheets as attachments if necessary).

**PARCEL MAP:**

**Attach a tentative parcel map that meets the following requirements:**

- 1) It shows the parent parcel or tract and all parcels previously divided or subdivided from the parent parcel or tract and the parcel(s) proposed to be created;
- 2) It is drawn to scale; and
- 3) For all parcels shown, it shows the boundary lines, approximate dimensions, and the accessibility of each parcel for automobile traffic and public utilities.

**TRANSFER OF DIVISION RIGHTS (IF APPLICABLE):**

If a transfer of division rights is proposed in the land transfer, describe in detail the terms and conditions of the proposed division rights transfer and **attach the proposed deed or other documents setting forth these terms and conditions:**

**CERTIFICATIONS BY APPLICANT:**

By signing this application, I/we state under penalty of law that:

1. All statements made in connection with the application are true, accurate and complete to the best of the knowledge of the applicant and the owner(s).
2. This application contains a complete and accurate title history of the parent parcel or tract showing all parcels created from the parent parcel or tract, beginning with the last conveyance of the parent parcel or tract made on or before March 31, 1997 and extending, without interruption, to the date of this application
3. I acknowledge that all representations by an agent shall be binding on the owner(s) and it is the duty of the owner to ensure that his/her agent is fully advised of all matters relevant to the application for the land division permit. I/we acknowledge that I/we are aware of the following:
  - A. Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations or that the parcel is suitable for on-site water supply

or sewage disposal.

B. A land division permit does not substitute for a zoning permit or a building permit.

C. Neither Locke Township, nor its officers, contractors or employees shall be liable if a building permit is not issued for the parcel due to non-compliance with other ordinances or due to any inability to obtain approval for on-site water supply or sewage disposal.

D. All land division permits shall expire and become null and void one year after the date of issuance unless a plat, deed or memorandum of land contract containing the new legal description has been recorded with the Ingham County Register of Deeds prior to the expiration date.

E. This permit becomes effective only following payment of the application fee to the Locke Township Clerk.

F. The deed for the approved division shall contain the notice required by section 109(4) of the Land Division Act, Act No, 288 of the Public Acts of 1967: "This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan right to farm act."

G. The applicant for any land division permit and the owner of the property, if different than the applicant, shall have the continuing duty to notify the Township Attorney within ten days of obtaining information on any of the following subjects:

- 1) Any change of ownership of the parcel proposed to be divided;
- 2) Any change of address for the owner or applicant;
- 3) Any information contained in the application that was incorrect or incomplete when made or that was correct when made but is no longer accurate and complete;
- or
- 4) Any information that was omitted from the application that is now known.

This duty to supplement application information shall continue until the parcel becomes a lot of record.

H. The permit holders shall, within 45 days, give written notice of the transfer of exempt divisions to the Locke Township Assessor on the form prescribed by the state tax commission under section 27a of the general property tax act, 1893 PA 206, MCL 211.27a.

DATE:

SIGNATURE:

Mail completed application, with a check payable to Locke Township in the amount of \$55.00 per parcel, to:

Locke Township Zoning Administrator

Dorothy G Hart

~~3951 Rowley Road~~ 3805 Bell Oak Rd

Williamston MI 48895

(517) 468-3335 fax (517) 468-3375

Revised: 3/2/99

Revised: 01-13-03

468-3405

468-0105