

BERRIEN COUNTY
Land Division Application/Property Line
Adjustment/Property Combination Application
CITY OF NEW BUFFALO

Applicant MUST answer ALL questions and include all attachments, or application will be returned. Mail completed application to:

Shalice Northrop, Assessor
51951 M 40
Marcellus, Michigan 49067
(269) 646-8020

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

This form is designed to comply with section 108 and 109 of the Michigan Land Division Act (formerly the Subdivision control Act, PA 288 of 1967, as amended (particularly by PA 591 of 1996 and PA 87 of 1997) and used in conjunction with land division ordinances/property line adjustment/property combination ordinances as adopted by each municipality. Approval of a division/property line adjustment/property combination is not a determination that the resulting parcel(s) comply with other ordinances or regulations.

1. PROPERTY OWNER INFORMATION

Name _____
Address _____
City, State, Zip _____

If Different than above, address where this form should be sent when review is complete:

Name _____
Address _____
City, State, Zip _____

2. PARENT PARCEL NUMBER

11-____-____-____-____-____
11-____-____-____-____-____
11-____-____-____-____-____

3. LOCATION OF PARENT PARCEL, ADDRESS AND/OR DESCRIPTION

**4. PROPOSED DIVISION(S)/PROPERTY LINE
ADJUSTMENT(S)/PROPERTY COMBINATION TO INCLUDE THE
FOLLOWING:**

A. Pick one:

- i. Split _____
- ii. Property line adjustment _____
- iii. Property combination _____

B. Number of new parcels being created _____

C. Intended Use (residential, commercial, etc) _____

D. The division of the parcel provides access as follows: (check one)

- a) _____ Each new division has frontage or legal access to a public road
- b) _____ A new public road
- c) _____ A new private road

**D. Describe or attach a legal description and a survey or a drawing for
each proposed parcel (including all divisions and remaining parent
parcel)** _____

5. FUTURE DIVISIONS

**Splits being transferred from the parent parcel to another parcel. Indicate
number transferred to each proposed parcel. (Seller must notify Township
Assessor of transfer of division rights to buyer within 45 days of transaction,
Form L-4260A)** _____

**Include with this application a legal description by a professional surveyor,
or a map/drawing that shows current boundary lines of parent parcel,
proposed division(s), dimensions on all lines, and existing roads and/or
easements.**

A. A nonrefundable fee of \$175.00/split.

CHECK LIST OF ITEMS TO SEND FOR APPROVAL:

Completed application
Survey of property changes with legal description(s)
Certification from County Treasurer that all taxes are paid
\$175.00 non-refundable fee per transaction

AFFIDAVIT

I grant 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 parent parcel division. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the Stat Land Division Act (formerly the Subdivision Control Act PA 288 of 1967 as amended particularly by PA 591 of 1996 and PA 87 of 1997) and does not include any representations 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 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 divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Property Owners Signature: _____ Date _____

DISCLAIMER

The municipality or county and its officers and employees are not liable if a building permit is not issued.

ALL DEEDS FOR PARCELS OF UNPLATTED LAND MUST CONTAIN THE FOLLOWING STATEMENTS:

This property may be located within the vicinity of farmland 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.

The grantor grants to the grantee the right to make _____ (number) division(s) under section 108 of the Land Division Act, Act No 288 of the public Acts of 1967.

Do Not Write Below This Line

Control Number _____

Application Fee _____

Action Requested _____

Approved _____

Disapproved _____

Reasons and Conditions _____

Signature and Date
