



223 East Gates  
Romeo, MI 48065  
586-752-4585  
Fax 586-752-3870  
[www.brucetwp.org](http://www.brucetwp.org)

## PARCEL DIVISION APPLICATION

### Requirements for lot or parcel splits and/or combinations:

1. Applications for approval of splits and/or combinations shall be submitted to the clerk's office.
2. The applicant shall submit a survey of the original parcel, a signed certified survey of the newly created parcels, and the corresponding legal descriptions.
3. All current and delinquent real property taxes, special assessment bills and special assessment balances must be paid in full before the application will be processed and approved; proof may be required.
4. Applicants must have a vested interest in the properties for which they are requesting changes.
5. There is a \$75.00 charge for **each** parcel created. There will be a recharge if changes are made after the split is approved.
6. Homestead Exemption status will no longer be valid on changed parcels; a new homestead exemption form must be completed for any parcel requesting exemption.
7. For private road applications, no splits will be approved until road is completed.

# PARCEL DIVISION APPLICATION

## Bruce Township

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Romeo, MI 48065

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SPLIT     COMBINATION     DESCRIPTION CORRECTION     SPLIT/COMBINATION

**\*\*(Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.)\*\***

**1. LOCATION of PARENT to be split:** Address: \_\_\_\_\_ Road Name: \_\_\_\_\_

**PARENT PARCEL IDENTIFICATION NUMBER:** \_\_\_\_\_

Parent Parcel Legal Description (DESCRIBE OR ATTACH) \_\_\_\_\_

### 2. PROPERTY OWNER INFORMATION:

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Zip Code: \_\_\_\_\_ Email: \_\_\_\_\_

### 3. PROPOSED DIVISION(S) TO INCLUDE THE FOLLOWING:

- A. Number of new Parcels \_\_\_\_\_ x \$75.00 for each parcel created \_\_\_\_\_ due
- B. Intended use (residential, commercial, etc.) \_\_\_\_\_
- C. Each proposed parcel, has a depth to width ratio of 4 to 1 or \_\_\_\_\_ to \_\_\_\_\_ as provided by ordinance.
- D. Each parcel has a width of \_\_\_\_\_ (not less than required by ordinance)
- E. Each parcel has an area of \_\_\_\_\_ (not less than required by ordinance)
- F. The division of each parcel provides access as follows: (check one)
  - \_\_\_\_\_ Each new division has frontage on an existing public road. Road Name: \_\_\_\_\_
  - \_\_\_\_\_ A new public road, proposed Road Name: \_\_\_\_\_
  - \_\_\_\_\_ A new private road, proposed Road Name: \_\_\_\_\_

### AFFIDAVIT:

I AGREE THE STATEMENTS MADE ABOVE ARE TRUE AND IF FOUND NOT TO BE TRUE THIS APPLICATION AND ANY APPROVALS WILL BE VOID. FURTHER, I AGREE TO COMPLY WITH THE CONDITIONS AND REGULATIONS PROVIDED WITH THIS PARENT PARCEL DIVISION. I UNDERSTAND THIS IS ONLY A PARCEL DIVISION WHICH CONVEYS ONLY CERTAIN RIGHTS UNDER THE STATE LAND DIVISION ACT. APPROVAL OF THIS DIVISION IS NOT A DETERMINATION THAT THE RESULTING PARCELS COMPLY WITH OTHER ORDINANCES OR REGULATIONS.

Signature: \_\_\_\_\_  
Applicant

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

Signature: \_\_\_\_\_  
Legal Owner(s)

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

**PLANNING AND ZONING CONDITIONS/ACTION:**

\_\_\_\_\_ Fee Paid                      \_\_\_\_\_ Survey                      \_\_\_\_\_ FF/SQ/1 TO 4

\_\_\_\_\_ Public/Private Rd.                      \_\_\_\_\_ SLU Date                      \_\_\_\_\_ # of Splits

Planning and Zoning Coordinator Signature \_\_\_\_\_ Date: \_\_\_\_\_

**CLERK'S ACTION:**            ( ) Approved            ( ) Denied            ( ) Variance Required

Variance Conditions:

\_\_\_\_\_

Clerk's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**ASSESSOR'S ACTION:**

\_\_\_\_\_ Land Division Act Compliance

Assessor's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**TAX STATUS:** Tax Year \_\_\_\_\_

Current \_\_\_\_\_ Delinquent \_\_\_\_\_ Verified By: \_\_\_\_\_

Special Assessments:

Current \_\_\_\_\_ Balance \_\_\_\_\_ Verified By: \_\_\_\_\_