



# Lyndon Township

*of Washtenaw County*

## Land Division and Transfer Application

Zoning Department  
17751 N. Territorial Road, Chelsea,  
Michigan 48118  
Phone (734) 475-2401  
Fax (734) 475-2251  
ordianceatlyndon@gmail.com  
www.two-lyndon.org

You **MUST** answer all questions and include all attachments, or this will be returned to you. Bring or mail to:

LYNDON TOWNSHIP  
ATTN: ORDINANCE OFFICER  
17751 N. Territorial Road  
Chelsea, MI 48118  
(734) 475-2401

Approval of a division of land is required before it is sold, when any parcel is less than 40 acres and not just a property line adjustment. Below, fill in where you want this form sent, when the review is completed.

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

This application must comply with applicable local zoning, land division ordinances and §109 of the Michigan Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et.seq.)

LOCATION of parent (existing) parcel to be split:  
Address: \_\_\_\_\_  
Parent Parcel Number: \_\_\_\_\_  
Legal description of Parent Parcel (attach extra sheets if needed):

2. PROPERTY OWNER Information  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

3. APPLICANT information (if not the property owner).  
Contact Person's Name: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_

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4. PROPOSAL: Describe the division(s) being proposed:
- A. Number of new Parcels: \_\_\_\_\_
- B. Intended use (residential, commercial, etc.) \_\_\_\_\_
- C. The division of the parcel provides access to an existing public road by: (check one)
- \_\_\_\_\_ Each new division has frontage on an existing public road.
- \_\_\_\_\_ A new public road, proposed road name: \_\_\_\_\_

(Road name can not duplicate an existing road name.)

4A. Write here, or attach, a legal description of the proposed new road:

4B. Write here, or attach, a legal description for each proposed new parcel (attach extra sheets if needed):

5A. FUTURE DIVISIONS that might be allowed but not included in this application. (Attach extra sheets if needed.)

\_\_\_\_\_

5B. The number of future divisions being transferred from the parent parcel to another parcel: \_\_\_\_\_  
 Identify the other parcel: \_\_\_\_\_. (See section 109(2) of the Statute.  
 Make sure your deed includes both statements as required in section 109(3) and 109(4) of the Statute.)

6. DEVELOPMENT SITE LIMITS. Check each that represents a condition which exists on the parent parcel.  
 Any part of the parcel:

- \_\_\_\_\_ is riparian or littoral (it is a river or lake front parcel).
- \_\_\_\_\_ includes a beach.
- \_\_\_\_\_ includes slopes more than twenty-five percent (a 1:4 pitch or 14° angle) or steeper.
- \_\_\_\_\_ is on muck soils or soils known to have severe limitations for on-site sewage systems.
- \_\_\_\_\_ is known or suspected to have an abandoned well, underground storage tank or contaminated soils.
- \_\_\_\_\_ includes an easement for ingress or egress to or from another parcel.

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7. ATTACHMENTS (all attachments **must** be included). Letter each attachment as shown here.

\_\_\_\_\_ A. 1. A survey, sealed by a professional surveyor at a scale of \_\_\_\_\_ (insert scale), of proposed division(s) of parent parcel;

\_\_\_\_\_ or 2. A map/drawing drawn to scale of \_\_\_\_\_ (insert scale), or proposed division(s) of parent parcel and the 45 day time limit is waived:  
Signature: \_\_\_\_\_

The survey or map must show

- (1) **current boundaries (as of March 31, 1997), and**
- (2) **all previous divisions made after March 31, 1997 (indicate when made or none),**  
and
- (3) the proposed division(s), and
- (4) dimensions of the proposed divisions, and
- (5) existing and proposed road/easement rights-of-way, and
- (6) easements for public utilities from each parcel to existing public utility facilities, and
- (7) any existing improvements (buildings, wells, septic system, driveways, etc.)
- (8) any of the features checked in question number 6.

B. Proof of ownership of parcel being transferred, as well as proof that all due and payable taxes and special assessments have been paid.

\_\_\_\_\_ C. Indication of approval, or permit from County Road Commission or MDOT for each proposed driveway accessing a public road way.

\_\_\_\_\_ D. A copy of any transferred division rights (§109(4) of the Act) in the parent parcel.

\_\_\_\_\_ E. A fee of \$ \_\_\_\_\_ and a deposit of \$ \_\_\_\_\_, if applicable.

\_\_\_\_\_ F. Other (please list):

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8. IMPROVEMENTS. Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel, or indicate none (attach extra sheets if needed):

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9. AFFIDAVIT and 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. 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 to verify that the information on the application is correct at a time mutually agreed with the applicant. 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 State Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et. seq.), and does not include any representation 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 zoning, 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, land contracts, leases or surveys representing the approved divisions and separating ownership are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

PROPERTY OWNER'S

SIGNATURE \_\_\_\_\_ DATED: \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATED: \_\_\_\_\_

**NOTICE TO APPLICANTS: Section 264 added by PA 87 of 1997**

Sec. 264. (1) Any person who sells or agrees to sell any lot, piece, or parcel of land without first having recorded a plat thereof when required by this act is guilty of a misdemeanor and shall be punished by a fine of not more than \$1,000.00, or imprisonment for not to exceed 180 days, or both. For each offense under this subsection after a first offense under this subsection, the person shall be punished by a fine of not more than \$1,000.00, or imprisonment for not to exceed 1 year, or both. Agreement to sell under this section does not include an option to buy extended from the seller for a money consideration to the perspective buyer.

(2) Any person who violates section 108, 109, 109b, or the exempt split provision of section 103(1) and sells a resulting parcel of land is responsible for the payment of a civil fine of not more than \$1,000.00 for each parcel sold. A default in the payment of a civil fine or costs ordered under this subsection or an installment of the fine or costs may be remedied by any means authorized under the revised judicature act of 1961, 1961 PA236, MCL 600.101 to 600.9948.

(3) Any person who violates any provision of this act other than section 108, 109, 109b, or the exempt split provision of section 103(1) is guilty of a misdemeanor and upon conviction shall be punished as provided by law.

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DO NOT WRITE BELOW THIS LINE:

REVIEWER'S ACTION: \_\_\_\_\_ TOTAL \$ \_\_\_\_\_ RECEIPT # \_\_\_\_\_

\_\_\_\_\_ **APPROVED:** CONDITIONS, IF ANY: \_\_\_\_\_

\_\_\_\_\_ **DENIED:** REASONS (cite §): \_\_\_\_\_

Signature and dated: \_\_\_\_\_