

CITY OF HIGHLAND PARK

Land Division/Combination Application

Building Department

12050 Woodward Avenue, Highland Park, MI 48203

(313) 252-0050 Ext. 209

1. Property Information

Address/location of property: _____

Name of Owner: _____ Phone #: _____

Email Address: _____ District _____

2. Proposal

Description of request: _____

Parcels affected: _____ and _____

The division of the parcel provides access to an existing public road by: (check one)

_____ Each new division has frontage on existing public road

_____ A new public road- proposed road name _____

_____ A new private road or easement-proposed road name _____

3. Development Site (check each that applies to the parent parcel)

_____ Includes a wetland

_____ is within a floodplain

_____ Is known to have an abandoned well, underground storage tank or contaminated soil

4. Required Attachments

Unless waived by the Building Department, the following information is required:

A survey sealed by a professional surveyor or proposed division of parent parcel. The survey must include:

- 1) Date, north arrow and scale
- 2) Existing and proposed lot lines and dimensions
- 3) Existing utilizes
- 4) Existing and proposed road/easement rights-of-way
- 5) Easements for public utilities from each parcel to existing public utility facility
- 6) A copy of all existing and/or proposed restrictions or covenants, which apply to the land
- 7) Any existing improvements
- 8) Zoning Classification of each new parcel and all adjoining parcels

5. Recording

All approved land divisions must be recorded within 90 days of approval or the land approval will be null & void.

6. Fees and Escrow

Application Fee: per City fee schedule

7. Improvements:

Describe any existing improvements (buildings etc. which are on the parent parcel or indicate none.

8. Affidavit and Permission for Municipal, County and State Officials to enter the property for inspections.

I attest the information above is true and if found not to be this application and any approval will be void. I agree to comply with the conditions and regulations provided with this parent parcel division/combination. Further agree to give permission for officials of the Municipality, County and the State of Michigan to enter the property where this parcel division/combination is proposed for the purpose of inspection to verify that the information in the application is correct at the time of mutually agreed with the applicant. Finally, I understand that this is only a parcel division/combination which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance and the State Land Division Act 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, understand even if this division/combination is approved zoning , local ordinances and State Acts change from time to time and if changed the division/combination made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions/combinations

are recorded with the Register of Deeds or the division/combination and the Municipality the division/combination is built upon before the changes by laws are made.

Property Owner's Signature: _____ **Date:** _____

If Property is Managed complete this section:

Mortgage Company Name _____

Address _____

City _____ State _____ Zip Code: _____

Signature: _____

DO NOT WRITE BELOW THIS LINE:

Land Division Committee Action:

() Approval: Conditions if any _____

() Denies: Reasons _____

Signatures: City Assessor _____ Date _____

Equalization Dept. _____ Date _____

Building Official _____ Date _____

City Engineer _____ Date _____

Community Development Director _____ Date _____