OFFICE OF THE PLANNING DIRECTOR
Troy Langer

2655 Clark Road
Hartland, Michigan 48353
(810) 632-7498 Office
(810) 632-6950 Fax
tlanger@hartlandtwp.com

HARTLAND TOWNSHIP

SUPERVISOR
William Fountain

CLERK
Larry Ciofu

TREASURER
Kathleen Horning

TRUSTEES
Joe Colaianne
Matthew Germane
Glenn Harper
Joe Petrucci

APPLICATION FOR LAND DIVISION

Parcel Identification Number:	4708-	4708-	
Property Address:		**Zoning of Parcel:**	

Application Case Number: _____	☐ **Metes & Bounds** ☐ **Platted Lots of Record** ☐ **Condominiums**	**Subdivision Name:** _____
	☐ Combination and Boundary Line Adjustment ☐ Additional Parcels ____ x $25.00	$175.00 $_____
	☐ Land Division Resulting in 2 Parcels (Parent plus one new parcel) ☐ Additional Parcels ____ x $100.00	$350.00 $_____
Application Request Date: _____	☐ Land Division Master Deed - Single Family ☐ Additional Parcels ____ x $20.00	$100.00 $_____
	☐ Land Division Master Deed – Multiple Family ☐ Additional Parcels ____ x $20.00	$100.00 $_____
	Escrow for Township Attorney and Engineering Review (as required by Township)	$500.00 (min)
	Total:	$_____

General Description of Request:	

APPLICANT INFORMATION (MUST HAVE LEGAL INTEREST IN PROPERTY)

Company Name					
Last Name		First		M.I.	
Street Address					
City		State		Zip	
Phone		Fax		E-mail Address	
Own the Property?	YES ☐	NO ☐	Purchase Agreement? (Attach)	YES ☐ NO ☐	

PROPERTY OWNER INFORMATION (IF OTHER THAN APPLICANT)

Company Name					
Last Name		First		M.I.	
Street Address					
City		State		Zip	
Phone		Fax		E-mail Address	
Signature of Owner:					

SURVEYOR/ENGINEER INFORMATION						
Company Name						
Last Name		First			M.I.	
Street Address						
City		State			Zip	
Phone		Fax		E-Mail Address		

For a list of the requirements, please refer to the Land Division Checklist available on the Township's website at www.hartlandtwp.com and at the Township Planning Department. Land Use Permits will not be issued for parcels that do not have public/private road or shared driveway access constructed in accordance with the Hartland Township Zoning Ordinance.

APPLICANT SIGNATURE

The applicant acknowledges that he/she has the sole responsibility of complying with the requirements of any applicable Hartland Township Ordinance notwithstanding the signature or approval of any employee(s) or official(s) of Hartland Township and that Hartland Township is not bound to recognize the approval of other action of any such employee(s) or official(s) which is not in compliance with any applicable Hartland Township Ordinance.

Land division approval does not guarantee that resulting parcels meet or conform to all applicable Township Ordinances and does not include representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.. The owner further acknowledges that all the information provided in this application is true and accurate to the best of the owner's knowledge. The owner authorizes the Township and/or its representative to do a site inspection.

Approved surveys must be recorded with the County within thirty (30) days of Township approval, unless a written extension is provided by the Township Assessor. Only the survey stamped APPROVED by the Township shall be recorded with the County. Tax identification numbers will not be assigned to a parcel until documentation of recording has been provided to the Township Assessor.

Furthermore, I understand that even if this division is approved, zoning, local ordinances and State Acts change from time to time, and if changed the division(s) made here must comply with the new requirements unless, deeds, land contracts, leases or surveys representing the approved division(s) are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Signature of Owner: _____ **Date:** _____

Assessing

	Yes	No
Divisions are available # of divisions available _____	☐	☐
Accurate Survey	☐	☐
Accurate Legal Descriptions	☐	☐

_____

_____

Assessor: _____ Date: _____

Planning & Zoning

	Yes	No
Site Inspection Complete Date: _____	☐	☐
Access Requirements Met	☐	☐
Dimensional Requirements Met	☐	☐

_____

_____

Planning: _____ Date: _____

Department of Public Works

Existing REU's:

Water REU's _____ Sewer REU's _____

Resulting REU's for Created Parcel:

Water REU's _____ Sewer REU's _____

Resulting REU's for Parent Parcel:

Water REU's _____ Sewer REU's _____

DPW Director: _____ Date: _____

Treasurer

	Yes	No	
Taxes Paid to Date	☐	☐	Amount Owed $_____

Special Assessment District _____

This application is valid when signed by the cashier at the Treasurer's Office confirming payment of fees as noted.

Account Number: 101-000-622.000 (Application) $_____

Receipt Number: _____

Treasurer: _____ Date: _____

Amendment to Application

The Township must approve or disapprove an application within 45 days after filing a complete application for the proposed division. If the property owner wishes to extend the 45 day requirement and amend the application date, they shall provide a notarized letter requesting the amendment or sign and date the original application. The Township will process the application within 45 days of the date the amendment is submitted.

Signature of Owner: _____ Date: _____