

CASNOVIA TOWNSHIP
 245 S. Canada Rd.
 Casnovia, MI 49318
 Phone (616)675-4064 Fax (616)675-5611

PROPERTY LINE CHANGE/ADJUSTMENT APPLICATION

(Print or type answers)

This application must be submitted to the Township Zoning Administrator for the approval of any change of land within Casnovia Township. All items must be completed and all required attachments (survey, legal descriptions, proof of ownership, application fee, etc.) must be included for processing of this application.

This form is designed to comply with Sec. 108 and 109 of the Michigan Land Division Act (PA 288 of 1967 as amended particularly by PA 591 of 1996 and PA 87 of 1997, MCL560.101 et. seq.)

APPROXIMATE LOCATION OF EXISTING PARCEL:

Common Address _____ Zip Code _____

A. Parcel Number **61-13-** _____ - _____ - _____ - _____

B. Parcel Number **61-13-** _____ - _____ - _____ - _____

Legal descriptions of the parent parcel and all proposed parcels must be attached to this application (See Application Checklist for Required Attachments).

PROPERTY OWNER:

Property Owner: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Applicant: (if different than above) _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Cell Phone: _____ Fax: _____

PROPERTY LINE CHANGE REQUEST:

Size of existing parcel that is being added to (sq. ft. or acreage): _____

Size of proposed parcel **after** property line change: Width _____ Acre/sq. ft. _____

Existing Zoning District : AG R-1 R-2 R-3 C-1 I-1

Each parcel has width of: A _____ B _____ C _____ D _____

Each parcel has area of: A _____ B _____ C _____ D _____

ACCESSIBILITY OF PARCEL(S)

New parcel(s) have:

a. Frontage on an existing public road.

b. Frontage on a new or existing private road. Private road name _____
(New private roads must meet Zoning Ordinance requirements.)

c. Easement for private driveway. (Attach legal description of easement)

TOWNSHIP USE ONLY

_____ Date Received _____ Date Application Completed for review

_____ Date Approved by Reviewer **Approval #** _____

Approved with following condition(s): _____

_____ Date Denied

Denied for the following reason(s): _____

Sent To Applicant _____ To Assessor _____ To County _____

Reviewer's Signature _____

APPLICATION CHECKLIST
REQUIRED ATTACHMENTS

All applications should include the following:

- A. A survey sealed by a professional surveyor of the existing parcel showing:
 - a. all proposed division(s) and the dimensions of each.
 - b. location of all existing and proposed roads, easements or driveways.
 - c. any existing structures or improvements (buildings, well, septic system, driveways etc.) on any proposed parcel(s).
 - d. any structures on adjacent properties located within 50 feet of any side or back lot line.
 - e. any of the features checked in the above DEVELOPMENT SITE LIMITS.
- B. Proposed legal descriptions for all proposed new parcels; and proposed roads, easements or driveways.
- C. Soil evaluation or Septic permit for any new proposed parcel one (1) acre or less.
- D. A well permit for each proposed parcel one (1) acre or less.
- E. An indication of access approval from either MDOT (State) or Muskegon County Road Commission for any proposed private road, easement or driveway.
- F. Proof of ownership by way of tax roll listing, property tax statement or copy of legal conveyance (deed, land contract).
- G. A copy of any reserved division rights (Sec. 109 (4) of Land Division Act) of parent parcel.