### Land Combination/Boundary Change Application

Return or mail to: Saginaw Charter Township Attn: Community Development 4980 Shattuck Road Saginaw MI 48608-6400 PARCEL ID#\_\_\_\_\_

You <u>MUST</u> answer all questions and include all attachments, or this application will be returned to you. Bring or mail to the Saginaw Township Community Development Office at the above address.

Approval of a Land Combination/Boundary Change is required before it is sold.

For boundary line adjustments with improvements, a survey is required. Township review is necessary before approval. Upon approval, deeds with the approved legal descriptions must be filed with the Saginaw County Register of Deeds Office.

Approval requires compliance with Saginaw Charter Township Zoning Ordinance.

Approval of the combination/boundary is not a determination that the resulting parcels comply with other ordinances or regulations, including the zoning ordinance.

### 1. LOCATION OF PARENT PARCEL or PARCELS (use additional sheet if needed):

| Address:                                |
|---|
|   |
| Parcel Number(s):                       |
|   |
| Legal Description (Describe or Attach): |
|   |

### 2. PROPERTY OWNER INFORMATION (use additional sheet if needed):

Email Address: \_\_\_\_\_

| Address:      |  |
|---------------|--|
| Phone Number: |  |

# 3. PROPOSED CHANGE:

- A. Intended use (residential, commercial etc.) \_\_\_\_\_
- B. Size of newly created parcel:
  Each new parcel under 10 acres in size must have a depth to width (road frontage) ratio of not more than 4 to 1. Which is required by ordinance. (Use additional sheet if needed)

C. Describe or attach a legal description for each proposed parcel: \_\_\_\_\_

### 4. DEVELOPMENT SITE LIMITS: (Check each which applies to parent parcel)

Waterfront property (river, pond, etc.)

\_\_\_\_\_ Includes wetlands

\_\_\_\_ Is within a floodplain

### 5. IMPROVEMENTS:

Describe any existing improvements (buildings, driveways, etc.), which are on the parent parcel(s) or indicate none:

### 6. ATTACHMENTS: ALL THE FOLLOWING MUST BE INCLUDED – Letter each attachment as shown

- A. For boundary line adjustments with improvements, a survey showing parent parcel and each newly created parcel, with dimensions, and legal descriptions
- B. Existing and proposed road/easement right-of-way(s)
- C. Easements for public utilities from each parcel that is development site to existing public utility facilities
- D. Any existing improvements (buildings, driveways, septic system, wells, etc.)
- E. Any of the site limits checked in question 5
- F. Indication of approval, or permit from respective County Road Commission, that a proposed easement provides vehicular access to an existing road or street meets applicable location standards
- G. Land Division Tax Payment Certification Form from Saginaw County Treasurer's Office

### Acknowledgement

The undersigned acknowledges that any approval of the application is not a determination that the resulting parcels such as zoning, road frontage, lot sizes, easements and septic suitability comply with other applicable ordinances, rules or regulations which may control the use or development of the parcels. It is also understood that ordinances, laws and regulations are subject to change and that any approved parcel combination/boundary change is subject to such changes that may occur before the recording of the division or the development of the parcels. With my signature I give Township Officials the right to enter the property for inspections.

| Property Owner's Signature   |          |              |  |
|------------------------------|----------|--------------|--|
| Date:                        |          |              |  |
| For office use only          |          |              |  |
| Total Fee\$ Check No         |          |              |  |
| Application received by:     | Approved | Not Approved |  |
| Zoning Administration:       | Approved | Not Approved |  |
| Assessor:                    | Approved | Not Approved |  |
| Completed Date: Denial Date: |          |              |  |
| Reason for Denial:           |          |              |  |

### **Tax Payment Certification**

The following tax payment certification form must be completed and submitted to the County of Saginaw Treasurer, located at 111 S. Michigan Ave. Saginaw, MI 48602 along with the \$5.00 fee made payable to the Saginaw County Treasurer.

Once the form is approved by the Saginaw County Treasurer it must be provided back to Saginaw Township for the Township to continue to process the land division/ enhancement/ combination application.

# COUNTY OF SAGINAW

### TIMOTHY M. NOVAK

TREASURER

Governmental Center 111 S. Michigan Avenue Saginaw, Michigan 48602 Phone: 989-790-5225 • Fax: 989-790-5229 Website: SaginawCounty.com/Treasurer



## Land Combination/Division Tax Payment Certification Form

Certification Fee is \$5.00

| Name:                      | Phone: |
|----------------------------|--------|
| Owner Address:             |        |
| Owner City, State, Zip:    |        |
| Property Address:          | *      |
| Property City, State, Zip: |        |
| Parcel ID:                 |        |

### \*Attach a description of the parcel(s) to be combined/divided\*

This section to be completed by County Treasurer's Office

### **Certification Denied**

The Saginaw County Treasurer's Office has found delinquent taxes on the parcel listed above and cannot issue a certification for land division.

Delinquent Tax Balance: \_\_\_\_\_\_ (Additional Fees & Interest accrue on the 1<sup>st</sup> of each month) Rejection Date: \_\_\_\_\_

### **Certification Approved**

Pursuant to PA 23 of 2019 the Saginaw County Treasurer's Office certifies that there are no delinquent taxes or special assessments due on the parcel or tracts subject to the proposed combination/division for the five years preceding the date of the application.

Certified By: \_\_\_\_\_

Date Certified: