

OFFICIAL USE ONLY:	Fee Paid: _____
Parcel Boundary Change No. _____	Received by: _____
Parcel Number (s): _____	Date Received: _____
Property Class No. _____	School District No. _____

**WILLIAMSTOWN TOWNSHIP
APPLICATION FOR PARCEL BOUNDARY CHANGE**

TO BE COMPLETED BY APPLICANT:

I (We), the undersigned, do hereby respectfully request the following parcel boundary change and provide the following information to assist the review.

NAME OF APPLICANT: _____

MAILING ADDRESS: _____

TELEPHONE: _____

INTEREST IN PROPERTY (if not owner): _____

PROPERTY OWNERS (if different than applicant):

NAME(S): _____

MAILING ADDRESS: _____

TELEPHONE: _____

LOCATION OF PROPERTY:

STREET ADDRESS: _____

NEAREST CROSSROADS: _____

SIDWELL (PROPERTY ID) NO. _____

PROPERTY DESCRIPTION: _____

NOTE: If property is part of a recorded plat, provide lot numbers and subdivision name. If not part of a recorded plat, (i.e., "acreage parcel") provide metes and bounds description. Attach separate sheets if necessary.

ZONING:

APPLICANT'S PROPERTY: _____

ADJACENT PROPERTIES: NORTH _____ SOUTH _____ EAST _____ WEST _____

PRESENT USE OF PROPERTY: _____

APPLICATION FOR PARCEL BOUNDARY CHANGE

DIMENSIONS AND SIZE OF PARCELS TO BE CREATED:

DIMENSIONS	SIZE (ACRES)
PARCEL A:	_____
PARCEL B:	_____
PARCEL C:	_____
PARCEL D:	_____
PURPOSE OF REQUESTED PARCEL BOUNDARY CHANGE: _____	

PLEASE ATTACH THE FOLLOWING:

1. Except for large acreage parcels (equal to or greater than 40 acres) that can be adequately described in reference to section or quarter section lines, three copies of a drawing shall be submitted, which may be an informal scale drawing, which shall include all information listed below. A tentative decision may be made based on this informal scale drawing, with final approval withheld until receipt of a formal drawing prepared by a professional land surveyor registered in the state of Michigan. The final drawing shall be prepared according to the guidelines specified in Section 3 of Michigan Public Act 132 of 1970, as amended, showing the parcels that would result from the requested parcel boundary change. Parcels shall be drawn as large as possible within the 8-1/2 by 14 inch format required by Act 132, and include all information required for the above informal scale drawing.

- (a) The actual shape, location and dimensions of the original lot and the proposed parcels.
 - (b) North point, date and scale.
 - (c) The location of all existing and proposed public and private easements and rights-of-way.
 - (d) All structures on and within 50 feet of the proposed parcels. Show location with dimensions from property lines, existing and proposed.
 - (e) Location of minimum setbacks on each proposed parcel, in accordance with the Township Zoning Ordinance.
 - (f) Location of surface water, lakes, ponds, streams and wetlands. The initial investigation shall locate wetlands identified on the National Wetlands Inventory maps, prepared by the U.S. Department of Interior and available from the Michigan Department of Natural Resources. After subsequent investigation and on-site review, the Township Assessor or other reviewing body may require more detailed wetlands information if deemed necessary to make a decision regarding the proposed parcel boundary change.
2. A legal description of all existing parcels of land involved in the proposed parcel boundary change.
 3. A legal description of all parcels that would result from the requested parcel boundary change. The description shall be in a form sufficient for recording with the Ingham County Register of Deeds, and shall indicate the acreage of all parcels.
 4. Copies of existing or proposed deed restrictions.
 5. Proof of property ownership.
 6. If any portion of the land is subject to a farmland development rights agreement pursuant to Michigan Public Act 116 of 1974, as amended, the Farmland and Open Space Preservation Act, then a copy of the agreement shall be provided to the Township for review.
 7. The Township Planner, Planning Commission, or Assessor may require additional information deemed necessary to determine compliance with the standards in Article VI.
 8. Submit any information indicating soils are capable of supporting a septic system. If such information is unavailable the property owner must submit an affidavit acknowledging that insufficient information has been compiled to determine usability of the resulting parcel. Furthermore, the affidavit shall indicate that the property owner shall not allege any taking of property resulting from future denial of a use permit, where the denial is related to the insufficiency of information available to the Township at the time the parcel was created.
 9. If any portion of the land has been part of an application for a parcel boundary change during the previous ten years, either by the applicant or another person, the applicant shall submit the date(s) of such application(s) and action taken.

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APPLICANT'S ENDORSEMENT:

All of the information contained herein is true and accurate to the best of my knowledge. I understand that the Township Assessor will not review my application unless all information required by this application and the Zoning Ordinance has been submitted.

SIGNATURE OF APPLICANT

SIGNATURE OF OWNER(S)

DATE: _____

DATE: _____

REVIEW BY TOWNSHIP PLANNER: _____

DATE: _____

REVIEW BY TOWNSHIP ASSESSOR: _____

DATE: _____

OWNER/APPLICANT NOTIFIED: _____

DATE: _____

HOMESTEAD RESCIND: _____

HOMESTEAD AFFIDAVIT: _____