

FRENCHTOWN CHARTER TOWNSHIP  
2744 Vivian Road, Monroe, MI 48162  
Assessing Department 734-242-8588 Building Department 734-242-5900

Platted Lots

**APPLICATION**

***Circle which applies: Land Division or Combination***

- Township fees:
  - \$100.00 Per Combination
  - \$100.00 Per New Legal Description

Name of applicant (**please print**) \_\_\_\_\_

Signature of applicant \_\_\_\_\_

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

Phone number \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_

- Affidavit and Permission to enter for inspections form

**Building Department information needed:**

List of all lots involved in the division or combination:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide a description of desired outcome: (attach extra pages if needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide a site plan and it must include the following if applicable:

- Property lines dimensions and any easements
- All structures, their dimensions and location on property
- Location of septic tank and seepage bed (if applicable)

When you have obtained all the information you will then turn it in to the Building Department to be reviewed and a decision will be made. You will be notified of the outcome.

*Building Department only:*

- Tentatively Approved*
- Denied*

*If denied explain why:*

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Building/Zoning Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Once approved have applicant complete the next steps and then turn all the information into the Assessing Department.

**Assessing Department Information needed:**

**For Divisions only:**

- Applicant must provide a copy of the Deed(s) for the lot that is to be split into original lots. The name on the Deed(s) must match the name of the applicant.
- History of previous Divisions/Combinations

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**For Combinations only:**

- Submit a copy of the Deed(s) for all lots that include the Legal Tax Description. The name on the Deed(s) must match the name of the applicant(s).

**The following are needed for all Land Divisions and Combinations**

- Land Division tax certification from Monroe County Treasurer meeting requirements of Section 7H of the Township Land Division and Combination Ordinance
- Special Assessment Certification from Township Treasurer
- Are there any lots that are included in a mortgage: Yes or No?

(If Yes, please attach a letter of approval from your mortgage company relating to this request to divide or combine)

After everything is completed then forward to the Assessor to complete the process of the Division/Combination.

*Assessing Department only:*

- Tentatively Approved*
- Denied*

*If denied explain why:*

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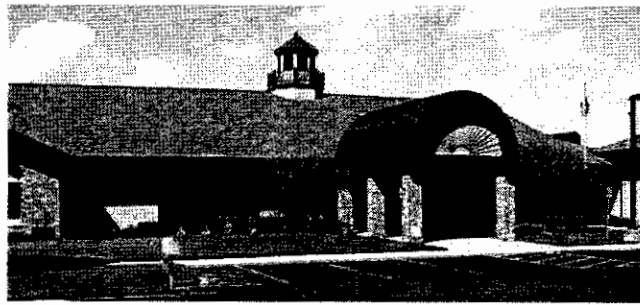
Assessing Signature \_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_\_\_

**ALAN (AL)  
VANWASHENOVA**  
Supervisor - (734) 242-5904  
Fax - (734) 242-8589

**KYLE T. BRYANT**  
Clerk - (734) 242-5800  
Fax: (734) 242-1508

**JULIE A. ELISON**  
Treasurer - (734) 242-5902  
Fax: (734) 242-1508

**BUILDING DEPARTMENT**  
(734) 242-5900  
Fax: (734) 242-1634



**FRENCHTOWN CHARTER TOWNSHIP**

2744 Vivian Road - Monroe, Michigan 48162-9212 - (734) 242-3282

**CHRISTIAAN CARLTON**

**CHRIS COLLINS**

**GARY D. KLEMZ**

**MATTHEW RIMEL**

*TRUSTEES*

**EDWARD**

Assessor: (734) 242-8588  
Fax: (734) 242-8589

## Affidavit and Permissions

Municipal, County, and State Officials may enter the property for inspections:

I hereby state that statements made above are true, and if found not to be true this application and any approval will be void, Further, I agree to comply with the conditions and regulations provided with this parent parcel division. Further, I agree to give permission for officials of the municipality, county, and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information on the application is correct at a time mutually agreed with the applicant. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, and the State Land Division Act (formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et seq.) 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, if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed the division made here must comply with the new requirements (apply for division approval again) unless deeds, or land contracts, representing the approved divisions are recorded with the Register of Deeds within 30 days after preliminary approval is granted.

All property owners' signature required: Please attached extra sheet of paper if more room is need for signatures.

\_\_\_\_\_  
(Signature) (Date) (Signature) (Date)

\_\_\_\_\_  
Printed Name of Signature Above Printed Name of Signature Above

STATE OF MICHIGAN )  
)ss.  
COUNTY OF MONROE )

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ before me personally appeared the above named, known to mc to be the person described herein and who executed the foregoing signature.

\_\_\_\_\_  
Notary Public County

My Commission expires:  
\_\_\_\_\_