



Jason O'Connell
County of Newaygo
Office of the Treasurer
P.O Box 885, White Cloud, MI 49349
Phone: 231.689.7230

Land Division Tax Payment Certification Form

Name: _____ Phone: _____

Owner Address: _____

Owner City, State, Zip: _____

Property Address: _____

Property City, State, Zip: _____

Parcel ID Number: _____

Certification Fee \$5.00

Please attach a legal description of the parent parcel/parcels to be divided/combined.

*Splits and Combinations are only processed June - December each year.

CERTIFICATION – Proof of local tax payment or verification from Treasurer–

CERTIFICATION DENIED

The Newaygo County Treasurer's Office has found delinquent taxes on the parcel listed above and cannot issue a certification of tax payment.

Delinquent Taxes Owed: _____

CERTIFICATION APPROVED

Pursuant to PA 23, the Newaygo County Treasurer's Office certifies that all property taxes and special assessments due on the above parcel subject to the proposed division for the five years preceding the date of the application have been paid. This certification includes taxes, if any, now in the process of collection by the City, Village or Township Treasurer. This does not cover taxes during March Settlement by Cities, Village, or Townships. A Certification Fee of \$5.00 is due and payable to Newaygo County Treasurer, P.O. Box 885., White Cloud, MI 49349.

Certified by: _____ Date Certified: _____



BROOKS TOWNSHIP LAND DIVISION/BOUNDARY LINE ADJUSTMENT APPLICATION/PERMIT

Address/Location of Subject Property	
Parcel # of Subject Property	
Current Zoning & Use of Parent Parcel	

Applicant Information			
Name		Organization	
Address		City/State/Zip	
Phone:		Fax	

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate and I have the authority to request this land division.

Signature		Date	
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Applicant is the Owner Lessee Optionee Contractor/Architect/Agent

If the applicant is not the owner of the property, complete the following

Owner's Name			
Address		City/State/Zip	
Phone		Signature	

Owner's signature constitutes permission on the part of the owner to submit this application. Not required if the applicant has a signed option or purchase agreement or other legal interest.

Required Exhibits (Attach)

Exhibit #1	Legal description of property to be divided, including existing easements & covenants of parent parcel.
Exhibit #2	Map of Parent Parcel – fully dimensioned
Exhibit #3	Drawn survey and legal description for all parcels to be created, including all remnants, adjacent structures, wells and septic areas within 100 feet of any proposed property line.
Exhibit #4	Information regarding any existing floodplain or wetland areas, defined on the drawn survey.
Exhibit #5	Map or written description of any previous Land Divisions from the parent parcel including the size, number, and date of recording of divisions.
Exhibit #6	County Road Commission Permit for drive access to public road (if applicable).
Exhibit #7	Evidence of approval from the County Health Department for on-site water supply & sewage disposal.
Exhibit #8	Narrative regarding the number of lots created their area, proposed use and means of access to a public or private road. Include information regarding whether or not the parent parcel will retain and future land division rights or how many divisions will be transferred to each new lot.
Exhibit #9	Copies of easements, restrictive covenants, or other attachments to the land. (Lien, Mortgage, Land Contract, etc.)

TO BE COMPLETED BY TOWNSHIP

Date Accepted		Fee Paid		\$
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Materials Received	Exhibits	
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Accepted by	
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Considerations	Frontage on Lake or River? __Y__N	Any portion in flood - plain? __Y__N	Any portion in wetlands? __Y__N	Property currently in PA 116? __Y__N	All new lots frontage and lot area conforming?
					Existing structure setbacks, lot sizes and frontages left conforming?

Final Action	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Conditions (attached)	<input type="checkbox"/> Denied
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Signature	ZA:	Assessor:
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Date of Final Action	
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Note: Approval necessary before recording, or legal action will result. Void if not recorded within 90 days of the approval date.