

# City of Westland

**MOHAMED AYOUB**  
DIRECTOR

**ROGER SHIFFLETT**  
BUILDING OFFICIAL

**KEVIN COLEMAN**  
MAYOR



**PLANNING & BUILDING  
DEPARTMENT**

36300 WARREN RD  
WESTLAND, MI 48185  
734-467-3210

PLANNING@CITYOFWESTLAND.COM  
BUILDING@CITYOFWESTLAND.COM

## LAND DIVISION APPLICATION

Petitioner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street Address) (City) (State) (Zip Code)

**A. LOCATION of parent parcel to be divided:**

Address: \_\_\_\_\_  
Parent parcel number(s): \_\_\_\_\_  
\_\_\_\_\_

Legal description and location of lot(s) to be divided:  
\_\_\_\_\_  
\_\_\_\_\_

Present zoning district classification of property involved: \_\_\_\_\_

**B. PROPERTY OWNER information (if not the Petitioner):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**C. FUTURE DIVISIONS.**

1. Are further future divisions of the parcel allowed but not included in this application?  
\_\_\_\_\_

2. Are any future divisions being transferred from the parent parcel to another parcel?  Yes  No  
Identify the other parcel: \_\_\_\_\_

For assistance with these questions, see Section 109(2) of Public Act 132 of 1970. Make sure your deed includes both statements as required in Section 109(2) and 109(4) of the Act.

**D. ADDITIONAL INFORMATION.** The following must accompany this application:

1. Four copies of the application and a fee of \$800. (Checks should be made payable to *City of Westland*.)
2. Receipts of taxes and assessments paid for current year and previous three years.
3. Four copies of a composite legal description of the existing lots and a legal description of each parcel to be created by the split.
4. All existing and proposed deed restrictions for the property(s) including any required easements for drainage, roads or utilities attached in recordable form.
5. Name, address and phone number of the property owner(s) and all others holding interest in the property. Satisfactory evidence of ownership or interest shall be presented to the Planning & Building Director.



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6. Ten copies of a plot plan prepared by a registered land surveyor (bearing their seal, certification and signature per P.A. 132 of 1970) clearly showing the lot lines and division of the property sought to be split. Plot plans must:
  - a. Be 8 1/2 x 14 inches, black and white, and not blueprints
  - b. Show all existing buildings in relationship to property lines but not proposed buildings.
  - c. Show a complete composite and description of the area to be partitioned.
  - d. Show heavy lines on the sketch for the division with parcel numbers or letters of the alphabet that correspond to the designated description of the parcel.
  - e. Show size and location of available sewer and water mains.
  - f. North arrow, date and sale.
  - g. Show the parcel's boundaries as of March 31, 1997.
  - h. Show all previous divisions made after March 31, 1997 and indicate the date each division was made; if no divisions were made, state "none".
  - i. Existing and proposed lot lines and dimensions.
  - j. Location and dimensions of existing and proposed easements, lot number, roadways and lot irons.
  - k. Existing structures on the proposed lot(s) and all structures within 50 feet of the proposed lot lines.
  - l. Zoning classification of the lot(s) to be split and all abutting lots.
  - m. Name and addresses for each parcel for future tax bill mailings.
  - n. All required front, rear and side yard setbacks resulting from the requested split.
  - o. Location of natural or artificial drainage courses, lakes, streams, wetlands, critical sand dunes, threatened or endangered species, unusual topography and major stands of trees.
  - p. At the discretion of the Planning Commission, the owner shall provide a preliminary plan for the feasible plan development, division and access to any remaining or abutting lands affected by the proposed splits.
  - q. All surveys should also be submitted in .pdf format.
7. If applicable, rescind Homestead Exemption under old parcel number(s). A new Homestead Exemption may be filed, if applicable, under new parcel numbers(s).

Above all, materials must be in the Planning Division Office at 36300 Warren before the petition will be placed on a Planning Commission Agenda.

**E. ADMINISTRATIVE QUESTIONS.** The Petitioner shall answer the following questions:

Are you the legal owner of the property?  Yes  No

Please attach photocopies of documents (e.g. deed, title insurance policy, etc.) that provide evidence of ownership of the property.

Has any part of the property been granted a Homestead Exemption from taxes?  Yes  No

Does the legal owner of the property own the property adjacent to the lot(s) proposed to be split?  Yes  No

Are there any mortgages, liens or other encumbrances on the property?  Yes  No

If the answer to the above question is "Yes", do the holders of any mortgages, liens or other encumbrances consent to the proposed division?  Yes  No

**G. AFFIDAVIT OF PETITIONER.** The Petitioner must sign the following Affidavit:

I agree the 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, the local Zoning 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 even if this division is approved, I understand zoning, local ordinances and State Acts change from time to time, and if changed, the divisions made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Petitioner's Signature \_\_\_\_\_ Date: \_\_\_\_\_



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Ver 9/24

The undersigned do hereby submit this application to the City of Westland Planning Division on the date indicated below.

Signature of Legal Owner

**Signature of Legal Owner**

Legal Owner- Print Name

Legal Owner- Print Name

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**Address of Legal Owner**

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**Address of Legal Owner**

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**Signature of Petitioner**

Date

**OFFICIAL USE ONLY**

**TOTAL RECEIVED \$**

### Reviewer's action:

Approved:      Conditions if any:

Denied: Reasons (cite §):

Signature and date: