



# LAND DIVISION / COMBINATION APPLICATION

## DEADLINE DECEMBER 1<sup>st</sup>

Assessor's Office  
23555 Goddard Road  
Taylor, MI 48180  
734-374-1316  
www.cityoftaylor.com

	<b>FEE SCHEDULE</b>	<b>Residential</b>	<b>*Commercial</b>	<b>*Industrial</b>
<b>NAME</b>	<b><u>Create/Combine</u></b>			
<b>ADDRESS</b>	2 Parcels	\$50	\$100	\$100
	3 Parcels	\$75	\$125	\$125
<b>CITY, STATE, ZIP CODE</b>	4 Parcels	\$100	\$150	\$150
<b>PHONE NUMBER</b>	<b>\$25 for each additional parcel</b>			
<b>EMAIL</b>	<b>*Includes a \$50 non-refundable Application Fee</b>			

**\*\*All Taxes, Accounts Receivable and Special Assessments Must be Paid at Time of Application.\*\***

NUMBER OF PARCELS CREATED/COMBINED: \_\_\_\_\_ APPLICATION FEE: \$ \_\_\_\_\_ DATE: \_\_\_\_\_

TO THE TAYLOR CITY ASSESSOR:

I (we) the undersigned do hereby respectfully make application and petition the City Assessor and Building Department for a division/combination of land, and in support of this application, the following facts are shown:

ACTION REQUESTED: \_\_\_\_\_

INTENT/PURPOSE: \_\_\_\_\_

ORIGINAL PARCEL NUMBER(S): \_\_\_\_\_

Do any of the Original Parcel numbers have a Principal Residence Exemption? \_\_\_\_\_

Is there a Mortgage or Land Contract associated with any of the Original Parcels? \_\_\_\_\_

Property Classification: \_\_\_\_\_ Property Zoning: \_\_\_\_\_

Are Property Taxes Paid? Yes \_\_\_\_\_ No \_\_\_\_\_

Are Special Assessments Paid? Yes \_\_\_\_\_ No \_\_\_\_\_

Are Accounts Receivable Paid? Yes \_\_\_\_\_ No \_\_\_\_\_

Have there been any previous Land Divisions of the Original Parcel(s) since March 31, 1997? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, Provide the Year and Description: \_\_\_\_\_

I, (please print) \_\_\_\_\_, being the legal owner of the above described original parcels, request the division/combination of said parcels per this application.

I understand this is only a parcel division/combination 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, 1967 PA 288, as amended, and does not include any representation of conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other rights.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE NOTE: A Lot Split DOES NOT Guarantee a Buildable Parcel.**

# **PROCEDURES FOR LAND DIVISION / COMBINATION**

**\*Application Fee Must Be Paid in Full at Time of Application\***

**The Land Division / Combination Application Must Be Filled Out Completely and Include the Following:**

1. Applicant must provide a recorded deed for each original parcel as proof of ownership (when ownership is not obvious).
2. Application requires the signature of the legal owner(s) or authorized agent (with letter of authorization) of each original parcel or an attachment showing Power of Attorney or a purchase agreement contingent on approval.
3. If there is a mortgage on the property, the applicant must provide written approval from the mortgage company to proceed with the land division / combination.
4. If there is a land contract associated with the property, the applicant must provide written approval from the land contract holder to proceed with the land division / combination.
5. All property taxes, accounts receivable and special assessments must be paid and up to date at time of implementation. Applicant must have their property taxes up to date for all prior and current years by January 10<sup>th</sup> of the year of implementation. Example: if the combination request is to be implemented for 2026, 2025 & prior taxes must be paid, IN FULL, by January 10, 2026. This includes both summer and winter taxes for 2025.
6. If the original parcel(s) contain meets and bounds or acreage legal descriptions, applicant must complete the supplemental DTE Energy land split application as required by Sec.109(a) & 109(g) of the Land Division Act.
7. If the original parcel(s) contain meets and bounds or acreage legal descriptions, applicant must provide two (2) copies of a land survey (not a mortgage survey) or plot plan drawn to scale (not less than 1" =100' scale) by a registered engineer or surveyor showing the following:
  - a) Date, north arrow and scale.
  - b) Site dimensions including adjoining property for at least 100' in all directions from the subject property.
  - c) All existing and proposed buildings and structures and their dimensions and setbacks from proposed and existing property lines.
  - d) Street names, right-of-ways, and roadway widths of all existing and proposed streets within and adjacent to the proposed lot partition or division.
  - e) Location, width and purpose of easements.
  - f) Boundaries of any wetlands, watercourses, floodplains, wells, septic fields and any water, sewer or drainage access encumbering the land.
8. A complete legal description of each new proposed parcel in recordable form.
9. If the original parcel(s) are an existing recorded plat and contain platted legal descriptions describing land by Lots and Blocks, then a survey is not required. However, the applicant will have to include two (2) copies of a plot plan drawn to scale, which includes the dimensions of the newly created parcels along with any existing and proposed structures and setbacks from proposed property lines.
10. Proposed division / combination must meet all zoning requirements or a variance from the Zoning Board must be granted prior to approval.

In case of a denial by the Assessor's Office, the applicant may petition the City Council for the approval of the requested division / combination of land.

Granting of a land division / combination does not guarantee a buildable site / parcel and is not a determination that adequate facilities are available for public water and/or sewer, nor a determination that any parcel which results from the division will satisfy any applicable standards for on-site water supply and/or on-site sewage disposal. Rev.6/5/2025lr