



## Land Division Application

270 River Avenue, Holland, MI 49423  
Assessing: 616-355-1350 Zoning: 616-355-1330

This form has been prepared by the City of Holland to assist in determining compliance with the Michigan land division act. Approval of a land division or combination is required before the newly described parcel is transferred to another party. Applicants must answer all questions and include all required documents and fees, or this application will not be processed.

### Administrative Fees

	Number of Existing Parcels	Number of Resulting Parcels	Fee
Combination	2 or More	1	\$100
Split	1 or More	3 or Less	\$125
Split	1 or More	4 or More	\$400

**REQUIRED: a survey and legal description for each proposed new parcel showing the location of all buildings and structures.**

### Applicant Information

Name: \_\_\_\_\_

Affiliation if Not Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### Land Division Information

Parcel Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

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Parcel Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Parcel Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

### Describe the division being proposed:

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

Total Number of Resulting Parcels: \_\_\_\_\_

Proposed Use: Residential  Commercial  Industrial  Institutional  Other

Division on City of Holland records takes place after deed(s) have been recorded, if necessary.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Affidavit and Permissions**

Please read the following statement carefully before signing:

- I agree the statements made on this document are true, and if found not to be true, this application and any approvals will be void
- I agree to give permission for officials of the municipality to enter onto property involved in this application for purposes of inspection, to verify that the information provided on the application is correct
- I understand that any approval hereunder only constitutes approval of requested legal descriptions and does not provide, constitute, infer, or imply build ability or compliance with any applicable statute, law, building code, deed restriction, or property right
- I agree to comply with the conditions and regulations provided with this parcel division
- I understand that the land division/combination application may take up to 30 days to be processed.
- I understand that property tax bills may be issued using the parent parcel(s) and I agree to have the tax bills and other city of Holland liens charged/billed during this period paid by the appropriate party.
- I understand that even if this application is approved, local zoning 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) per the city of Holland land division ordinance
- I understand that if property is being conveyed between the parties, requested land division/combination will only take place on city records after recording of deed

**Certification**

The **owner of the property** must sign below. Agents may **not** sign on behalf of the owner unless proof or power of attorney is provided.

**REQUIRED: If multiple parcels are involved under separate ownership, the owners of all involved parcels must sign below.**

Property Owner Printed Name: \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Property Owner Printed Name: \_\_\_\_\_

**Property Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office Use Only**

**Real Property Taxes**

Are there any Real Property Taxes Due and Payable?

Yes \_\_\_\_\_ No \_\_\_\_\_ if Yes, List Parcels and Amounts.

**Special Assessments**

Are there any Special Assessments Due and Payable?

Yes \_\_\_\_\_ No \_\_\_\_\_ if Yes, List Parcels and Amounts.

**City of Holland Liens**

Are there any City of Holland Liens?

Yes \_\_\_\_\_ No \_\_\_\_\_ if Yes, List Parcels and Amounts.

**Approvals**

Zoning Review: \_\_\_\_\_

Date of Review: \_\_\_\_\_

Assessing Review: \_\_\_\_\_

Date of Review: \_\_\_\_\_

Scanned/Attached in Computer

Change Retired Parcel Status in BLDG.Net

New Legal Entered/Sketched

To County

To CNS

GIS