



# Charter Township of Monitor

2483 MIDLAND ROAD ≈ BAY CITY, MICHIGAN 48706 ≈ PHONE (989) 684-7203 ≈ FAX (989) 684-9234

## REQUEST TO COMBINE PARCELS

**NOTE:** In order to combine parcels all delinquent property taxes must be paid. Title to the parcels must be held in exactly the same name. All parcels must be in the same taxing unit. The parcels must be contiguous. Contiguously owned parcels of property located across a road, in different sections or different unites of government cannot be combined for assessment purposes per MCL 211.24, MCL 211.25

**Additional Information:** Filing a request does not guarantee that the parcels will be combined. The combining of parcels does not necessarily affect the value that will be placed on your property for tax purposes. Combining parcels may affect the owner's ability to use the property per local zoning laws. The owner may want to check with zoning authority before making a request to combine parcels.

### 1. OWNER INFORMATION – NAME(S) AS THEY APPEAR ON DEED

Name(s):
Mailing Address:
Contact Phone Number(s): (        ) -        (        ) -

To the **Township Assessor:** I (we), the undersigned do hereby petition the Township Assessing Department for a combination of land as hereinafter requested and as a part of this petition, the following facts are shown.

### 2. PARCELS TO BE COMBINED

**PARCEL #1                      GRANTEE/OWNER:** \_\_\_\_\_

Address (if applicable):
Parcel Identification Number:
Zoning District:
Current Lot Size:

Is Parcel #1 or any portion of in PA 116?                      YES                       NO

**NOTE:** If **YES**, please provide paperwork for release of PA 116

Are there any mortgages or liens on Parcel #1?                      YES                       NO

NOTE: Mortgage must cover all parcels involved.

**PARCEL #2                      GRANTEE/OWNER:** \_\_\_\_\_

Address (if applicable):
Parcel Identification Number:
Zoning District:
Current Lot Size:

Is Parcel #2 or any portion of in PA 116?                      YES                       NO

**NOTE:** If **YES**, please provide paperwork for release of PA 116

Are there any mortgages or liens on Parcel #2?                      YES                       NO

NOTE: Mortgage must cover all parcels involved.

**NOTE: IF ADDITIONAL PARCELS ARE INVOLVED WITH THIS REQUEST, PLEASE ATTACH A SEPARATE PIECE OF PAPER.**

**Eff. Sept. 16, 2019 MCL 560.109(i)** Certificate from County Treasurer showing proof of payment for property taxes and special assessments for the five (5) years preceding date of application.

Are All Parcels Described on the Same Deed? YES  NO

Recorded Liber/Page# or attach copies of Deeds: \_\_\_\_\_

**NOTE:** Approved combinations of parcels will not have combined tax bills until the year following the date of approval.

**3. ATTACHMENTS - PROPERTY SURVEY/PLOT PLAN & LEGAL DESCRIPTION**

- o North Arrow, Date and Scale of not less than 1" = 100' feet.
- o Location of Existing Structures/Improvements
- o Existing and Proposed Parcel Boundaries and Legal Description of COMBINED Parcels

**4. APPLICABLE FEES - TERMS & CONDITIONS**

**A total fee of \$ 100.00** Fee Due: \_\_\_\_\_ \*NOTE: All fees must accompany the application when submitted.

\*There is no charge if the combinations of parcel(s) are required to comply with the Monitor Township Zoning Ordinance and State of Michigan regulatory measures and/or if combination of a particular parcel is initiated by the Assessor.

- o This combination of land application is valid for a period of two (2) years from the date it was submitted. If not approved within that period, a new application must be completed and resubmitted to restart the approval process.
- o Once a completed application is properly filed, the Assessor shall then forward a copy of the application and survey/plot plan documents to the necessary departments for approval. It is understood that an approval of combinations of parcels is not a determination or implication that any resulting parcels are buildable. All provisions of township ordinances and building requirements must be satisfied prior to approval of any development. Nor does approval determine that adequate water and septic/sewer capacity is available on the resulting parcels/lots.
- o MCL 211.25 Sub Section 1(e): When two or more parcels of land adjoin and belong to the same owner or owners, they MAY be assessed by one valuation if permission is obtained from the owner/owners. The assessing authority shall send a notice of intent to assess the parcels by one valuation to the owner/owners. Permission shall be considered obtained if there is no negative response within thirty days following the notice of intent.

**5. AFFIDAVIT**

I/We agree the statements made above are true and accurate and if found not to be true or accurate, this application and any approval granted will be null and void.

I/We also understand that, once the property is combined, prior approval would be required from the township to divide the resulting property.

**Authorized Signature(s):** OWNER/CO-OWNER

Signature:

Date:

**~ DO NOT WRITE IN BELOW SECTION – FOR OFFICIAL TOWNSHIP USE ONLY ~**

Date Received:

Application Fee:

**APPROVED/DENIED BY:**

Signature:

APPROVED:

Printed Name/Title:

DENIED:

If Denied, Reason for Denial: \_\_\_\_\_