

**APPLICATION FOR VILLAGE OF MILFORD
LAND DIVISION ORDINANCE**

PETITION FOR LAND DIVISION/COMBINATION

DATE _____ PARCEL ID NO. _____

APPLICANT _____ ADDRESS OF PARCEL _____

APPLICANTS ADDRESS _____

PHONE _____ EMAIL _____

THE FOLLOWING INFORMATION IS REQUIRED:

1. Name, address and signature of any person having an interest in the title of the existing parcel or parcels, and the type of interest held. (Please include all lien holders if applicable). **ATTACH ADDITIONAL SHEETS OF NECESSARY**

NAME _____ NAME _____

ADDRESS _____ ADDRESS _____

TYPE OF INTEREST _____ TYPE OF INTEREST _____

SIGNATURE(S) _____ SIGNATURE(S) _____

2. It is also important to provide the name of the lending institution that may have an interest in the property. **That lending institution may be a bank, mortgage company or a private lender. Before a property transfer will be approved the lender must provide the formal name of the institution holding an interest, the printed name of the employee representing the institution, the title or position of that employee in the company, the signature of the employee and an address and phone number where they can be reached. By signing the document the representative of the lender will be indicating the lending institution is in agreement with the property transfer.**

LENDING INST. NAME _____ (print)
EMP. NAME _____

TITLE _____ SIGNATURE _____

ADDRESS _____ PHONE _____

3. Describe the reason for the proposed land division/combination indicating whether or not it is for sale, transfer, or assignment; and if for residential or commercial development or construction.
4. Indicate the status of all real estate property taxes, for the existing parcel or parcels; attach copy of the most recent bill paid _____ unpaid _____
5. Attach Warranty Deed: Liber _____ Page _____; Date _____
Or Land Contract' OR other (divorce decree, probate, Quit Claim, etc.).
6. Subdivision name, (if applicable) _____
7. Name and address of all adjacent property owners:
(Attach additional sheets if necessary)

8. Attach copy of all restrictions and/or covenants which apply to or run with the land (whether recorded or not).
9. Was this parcel part of a larger lot split within the last ten years? If so, attach prior divisions and dates.
10. Attach names, property addresses and mailing address for each parcel to be created as authorized to appear on the assessment roll.

You have the option of providing a preliminary drawing or a signed and sealed drawing prepared by a registered land surveyor.

11. Specs of Drawing

	<u>Preliminary</u>		<u>Final</u>
a.	8 1/2" x 11" (see attached)	a.	8 1/2" x 14" stock paper
b.	Dimensions (example) 1" = 20' small lots 1" = 40' acreage	b.	5 copies
c.	5 copies	c.	Scale in engineering terms
		d.	Abutting parcels and zoning
		e.	Dimensions and square footage of new parcels.
		f.	All structures and setbacks on subject property and adjacent parcels.
		g.	Signed and sealed drawing prepared by a registered land surveyor.

12. Indicate improvements (utilities, etc.) or easements (driveway, etc.) located on some or all of the parcels. All such improvements or easements shall be shown as to their relationship to the new property lines.
13. Legal description of parcel (prior to division requested) and legal descriptions of parcels proposed to be created. Provide location map (vicinity map). Show all property lines, dimensions and easements.

I, (we) the undersigned do hereby petition the Village of Milford for the division or combination of land hereinafter requested. I, (we) understand that a certified survey is required for final approval and that the fee is non-refundable.

DATE _____ APPLICANT _____

ADMINISTRATIVE REVIEW

DATE REC'D _____ FEE _____

LAND DIVISION NO. _____ BOARD MTG. DATE _____

REC. LETTER TO BOARD _____

DECISION OF BOARD _____ DATE _____