MATERIALS REQUIRED FOR PROPERTY SPLIT/COMBINATION

Livonia Code of Ordinance Section 16.32 and the Michigan Land Division Act

1. **LETTER OF APPLICATION TO THE ASSESSOR.**
   Show name, address and telephone number of both the Owner and the Petitioner.

2. **PROOF OF OWNERSHIP (WHEN OWNERSHIP IS NOT OBVIOUS).**
   Copy of recorded deed or title insurance policy. Land Contract purchaser must furnish letter of permission and proof of ownership from owner.

3. **TAXES ON ALL INCLUDED PROPERTIES MUST BE PAID UP TO DATE.**
   If taxes were paid after the due date at Wayne County, please furnish copies of the paid receipts.

4. **RESIDENTIAL APPLICATION FEE:**
   (a) Partition or combination into one (1) or two (2) parts............................... $ 50.00
   (b) Partition or combination into three (3) parts......................................... $100.00
   (c) Partition or combination into four (4) parts......................................... $175.00

**INDUSTRIAL AND COMMERCIAL APPLICATION FEE:**
   (a) Partition or combination involving two (2) parts................................. $ 125.00
   (b) Partition or combination involving more than two (2) parts.................... $200.00

If Council action is necessary for any of the above divisions or partitions, an additional $250.00 fee will be charged to the applicant.

5. **DETROIT EDISON LAND SPLIT APPLICATION**
   See attached

6. **SURVEY BY REGISTERED CIVIL ENGINEER OR LAND SURVEYOR.**
   Six (6) copies if Council action is not required. Twenty-three (23) copies if Council action is required. Must be drawn to a scale in the range of between 1” = 30 ft. and 1” = 200 ft and **MUST** contain the following information:
   (a) Names and addresses of the owner, subdivider or petitioner, and engineer.
   (b) Date, north arrow and scale, written and graphic.
(c) Boundary lines and acreage of tract to be divided or partitioned.
(d) Item numbers of abutting or adjacent property.
(e) Street names, rights-of-ways and roadway widths of all existing and proposed streets within and
adjacent to the proposed lot partition or division.
(f) Proposed and existing storm and sanitary sewers and watermains.
(g) All existing structures and other physical features which would influence the layout and design of
the lot division or partition.
(h) Location, width and purpose of easements.
(i) Lot lines and lot numbers.
(j) Location of BUILDING IN RELATIONSHIP TO LOT LINES EXISTING AND
PROPOSED.
(k) Legal description of each parcel proposed for division or partition.
(l) Such other requirements as the City Assessor deems reasonably necessary.

The reports and recommendations of the Planning Department, Engineering, and the Inspection
Department shall be required in connection with all applications for lot division or partition.

No lot division or partition shall be approved unless the same complies with the City’s ordinances and
requirements except to the extent that a deviation or variation of such requirements and provisions is
authorized.

In case of a denial by the City Assessor, the applicant may petition the City Council for the approval of
such division or combination of land according to the Livonia Code of Ordinance as Amended, WHICH
NOW READS:

CITY OF LIVONIA
NO. 2604

AN ORDINANCE AMENDING SECTIONS 060, 070 AND 110 OF TITLE 16, CHAPTER 32 (LOT
PARTITION) OF THE LIVONIA CODE OF ORDINANCES, AS AMENDED.

THE CITY OF LIVONIA ORDAINS:
Section 1. Sections 060, 070 and 110 of Title 16, Chapter 32 of the Livonia Code of Ordinances, as
amended, are hereby amended to read as follows:

16.32.060 Division or partition into more than two parts. The applicant shall submit an
instrument, or instruments as the case may be, in form and effect as provided in Section 16.32.050, to
the City Council for its review and approval. At least seven (7) days prior to the ___ date of the City
Council meeting, the applicant shall erect a four foot (4’ x 4’), two (2) sided sign on the property
proposed to be divided or partitioned containing the following information:

A. At the top of the sign the following words shall appear: “This property is proposed to be
divided into ___ parts.”
B. The name and address of the applicant.
C. “This application for property division will be the subject of a City Council Meeting.”
D. “For the date of the Council meeting, call the City Clerk at (734) 466-2230.”

The sign shall remain up until the application process is completed and shall thereafter be removed by the
applicant within ten (10) days; provided, however, that when the subject property has frontage on two (2)
streets or roads then two (2) signs, one for each street or road, shall be required; and it shall be further
required that all sign(s) shall be erected in a location one (1) foot behind the right-of-way line
perpendicular to the adjoining street(s) and readily visible to passersby at all times required herein.
DTE Electric Company

LAND SPLIT APPLICATION

Please complete and return your application to DTE Energy, at the Regional Center address listed below.

(For DTE Energy to fill in)

Work Order ___________________________  Date Received: ___________________________

Return Address:
Kyra Froelich – Right of Way Facilitator
DTE Energy SW Planning and Design
8001 Haggerty Rd., RM # 104, Belleville, MI 48111
Office Phone Number: 734-397-4083 | Email: kyra.froelich@dteenergy.com

Property Owner’s Name: ____________________________________________

Current Address: ________________________________________________

Daytime Phone Number: ___________________________ Email address: ___________________________

Name of person to be contacted in case of questions: ___________________________

Municipal Contact Person - Name and email address: ___________________________

Property/Tax I.D. #: ____________________________________________

City/Township/Village: ____________________________________________

If assigned by municipality:
Address No.: ___________________________ Street Name: ___________________________

Nearest intersection: ____________________________________________

Subdivision name: ____________________________________________

NOTE: The legal owner of the property must sign this application, unless the party acting instead of the legal owner has power of attorney or legal guardianship. Please provide proof of such.

Required Information

a) Proof of Ownership (Recorded Warranty Deed, Recorded Land Contract – with Owner’s Recorded Deed, Title Insurance Policy is acceptable, but not preferred – Title Commitment Policy is not acceptable)
b) Certified Survey of Parent Parcel showing splits
c) Certified Survey with written legal description of the proposed splits

NOTE: PLEASE ALLOW 4-6 WEEKS FOR PROCESSING

Applicant’s Signature: ___________________________________________ Date: ___________________________