

**PARCEL DIVISION APPLICATION  
HAYES TOWNSHIP**

Parcel Division \_\_\_\_\_ Property Transfer \_\_\_\_\_ Combination \_\_\_\_\_ Reconfiguration \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Phone No.: \_\_\_\_\_ Cell No.: \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Current Property Tax Number: \_\_\_\_\_ Current Zone District \_\_\_\_\_  
Number of New Parcels \_\_\_\_\_ Intended Use (residential-agricultural-commercial, etc.) \_\_\_\_\_

**SURVEY MAP INCLUDING:**

Surveyor Name \_\_\_\_\_ Legal description(s) of resulting parcels \_\_\_\_\_  
\_\_\_\_\_ Dimensions of parent parcel \_\_\_\_\_ Dimensions of resulting parcel(s) \_\_\_\_\_ Location of all current easements  
\_\_\_\_\_ Location of proposed easements \_\_\_\_\_ Location of all buildings/structures on land to be divided  
\_\_\_\_\_ Distance between existing buildings/structures and property lines of resulting parcels  
\_\_\_\_\_ Identification of remaining parent parcel

**OTHER REQUIREMENTS**

\_\_\_\_\_ Driveway Permit for each new parcel  
\_\_\_\_\_ Deed \_\_\_\_\_ Land Contract \_\_\_\_\_ Lease

Remarks \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ATTACH:**

- (1) 6 COPIES OF SURVEY
- (2) 6 COPIES OF ANY PERTINENT INFORMATION OTHER THAN THOSE LISTED ABOVE

**The signature of the applicant on this application authorizes the inspection of this property by all appropriate township, county, or state personnel.**

APPLICANTS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PROPERTY OWNERS SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

IN THE EVENT THIS APPLICATION IS NEITHER APPROVED NOR DENIED, WITHIN 45 DAYS, IT IS HEREAFTER ASSUMED TO BE APPROVED AND APPROVAL GRANTED FORTHWITH.

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**REVIEWERS ACTION**

\_\_\_\_\_ APPROVED \_\_\_\_\_ APPROVED WITH CONDITIONS \_\_\_\_\_  
\_\_\_\_\_ DENIED: REASONS \_\_\_\_\_  
\_\_\_\_\_ RETURNED FOR ADDITIONAL INFORMATION  
\_\_\_\_\_ DATE RECEIVED \$ \_\_\_\_\_ FEE RECEIVED

ZONING ADMINISTRATOR SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_