

**CITY OF RICHMOND
37625 DIVISION ROAD
RICHMOND, MI 48062
(586) 727-7571
(586) 727-2489 FAX**

LOT SPLIT/COMBINE REQUEST FORM

Date Received _____ Fee Paid _____

APPLICANT'S NAME	
APPLICANT'S ADDRESS	
APPLICANT'S PHONE/FAX	

PROPERTY OWNER'S NAME	
PROPERTY OWNER'S ADDRESS	
PROPERTY OWNERS'S PHONE/FAX	

SURVEYOR'S NAME	
SURVEYOR'S PHONE/FAX	

PROPERTY ADDRESS	
PROPERTY PARCEL NUMBER	

PLEASE PROVIDE THE FOLLOWING:

	Three copies of the proposal, no larger than 8 1/2" x 14", prepared and signed by a licensed surveyor.
	Survey will include boundary lines of the area, including angles, dimensions, reference to a section corner, quarter corner or point on a recorded plat, arrow pointing north, the lot area of the land and any right-of-way easements.
	If there are any structures on the property, then all setbacks from lot lines to the structures and the dimensions between any structures must be shown.
	A legal description of the land as it exists prior to the request and the separate descriptions for each parcel as proposed to be split. If the request is for a combination, then the legal description of the parcels as they currently exist and a legal description for the proposed combination of the property.
	A letter of authorization from the recorded property owner if different than the applicant.
	A fee of \$100.00 for a lot split or \$50.00 for a lot combination to be paid with this application.
	Any other information necessary to establish compliance with this policy and other ordinances.

Date

Applicant's Signature