

BAY CITY, MI 48708  
PHONE (989)894-8120  
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**CITY OF BAY CITY**  
**LAND DIVISION AND COMBINATION APPLICATION**

Split & Enhancement       Combination       Split ONLY

09-160-
Property Address
Mailing Address
PRE: Yes ___ No ___
Phone Number
Owner(s) Name
Owner(s) Signature
Date

09-160-
Property Address
Mailing Address
PRE: Yes ___ No ___
Phone Number
Owner(s) Name
Owner(s) Signature
Date

09-160-
Property Address
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PRE: Yes ___ No ___
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Property Address
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Owner(s) Name
Owner(s) Signature
Date

**Additional Information:**

What is the purpose of the combination or split -

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Does any parcel currently have a special assessment? Yes \_\_\_ No \_\_\_

Does any parcel currently belong in a DDA or special act? Yes \_\_\_ No \_\_\_

Is the parcel currently under appeal with the Michigan Tax Tribunal? Yes \_\_\_ No \_\_\_

\*\*If the Applicant is not the Legal Owner of the property, then a notarized document, signed by the Owner and the Applicant, authorizing the applicant to represent Ownership interest must be filed with the Assessor's Office.

\*\*\*\*Combination request where only one parcel is in the DDA or other District. They will have to retain separate parcel numbers.

**Attached is the Land Division/Combination supplement. Please provide the supplement to the Michigan licensed professional that prepares the survey this procedure requires.**

**Neighborhood Services Approval**



Neighborhood Services Department

Request for Approval of Split/Combination

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*Department Signature Approval of Split/Combination*

*Date*



**LAND DIVISION FEE SCHEDULE**

**Creation of new parcels:**

Parent Parcel	New Parcels	Application fee
1	1	\$150
1	2	\$175
1	3	\$200
1	4	\$210
1	5	\$220
1	6	\$230
1	7	\$240
1	8	\$250
1	9	\$260
1	10	\$270

**Exempt Divisions:**

\$25 per description change.

Split(s) resulting in the combination of parcels of record:

1 <sup>st</sup> parcel	1 adjacent parcel	\$50
1 <sup>st</sup> parcel	2 adjacent parcels	\$75

**Circuit Court Division Order:** No fee.

Exempt split involving a correction of a structure encroachment (a survey showing encroachment MUST be included with the application): No fee.