

**Henrietta Township
11120 Musbach Road
Munith, MI 49259
517-596-3374
fax 517-596-3423**

Dear Henrietta Township Property Owner:

On March 31, 1997, a new State land division law went into effect. In order to comply with the Land Division Act (P.A. 591 of 1996) and the amendments to the Act passed in July 1997, the Township has enacted a Land Division Ordinance (Ordinance #35), adopted August 13, 1997 and effective upon publication.

Michigan Public Act 591 requires that all land divisions be processed in a very specific way by all Townships in the State.

The new State Act requires that each application must contain very specific information. The application in this package spells out the new State requirements and indicates what documents must be submitted. When the application is complete, it must be submitted to the township for review. It takes approximately 20-45 days to process a completed application, although it will be done sooner if time permits.

Application review fee is \$60.00 plus \$25.00 for each parcel listed on application. Make checks payable to Henrietta Township.

Enclose a copy of the application, survey and legal description for:

Applicant
 Assessor
 Jackson County Equalization Department
 Original parent file
 Each new parcel created (# of parcels)

 Total # of copies

Incomplete applications/inaccurate information will be charged an additional \$10.00 per hour for clerical support to write/call to get needed information.

February 14, 2006