

# Rives Township

348 E Main St  
Rives Junction, MI 49277  
517-569-3100

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Dear Land Division Applicant:

Enclosed is an application for land division for Rives Township, Jackson County. The application and items documented below **must** be completed to obtain final approval of the division(s).

Prior to submitting the information be sure to include the following:

- **Completed Land Division Application**
- **Certified Survey for all new parcels created as well as remaining parent parcel**
- **Legal Descriptions for all new parcels created as well as remaining parent parcel**
- **Copy of the Deed to the Property, if purchased since January 1, 1997.**
- **Zoning approval, if applicable**
- **Health Department approval, if applicable**
- **Proof that no delinquent taxes exist on parcel proposed to be divided**  
**-PA 23 of 2019 requires certification from the County Treasurer that all property taxes are paid. Please obtain this certification from the Jackson County Treasurer prior to submitting this request. Jackson County Treasurer Office - 517-788-4418**
- **Fee: \$50.00 for each new parcel (example: 1 to 2 parcel split = \$100.00) - make checks payable to "Rives Township"**

If any of the information cited above is not included with the land division application, the application will be deemed incomplete and will be returned to the taxpayer. At that time, the completed application may be re-submitted to the assessor along with all required attachments and will once again be reviewed.

Current local ordinance requires the assessor to notify you of the approval or denial within 45 days from the date the application was submitted. Please be aware that new parcels created as a result of this land division will appear on the assessment and tax rolls the year following the request of the approved division. Example: division request/approval in 2021=division effective for 2022 assessment/tax rolls. All current year's taxes, also must be paid by December 31<sup>st</sup> the year of the approved division.

If you have any questions, please contact the township at your earliest convenience.

Sincerely,

Rives Township



