

PRELIMINARY DIVISION REQUEST FORM



DATE: _____

RECEIVED _____

OWNER OF PARCEL BEING DIVIDED: _____

TAX PARCEL NUMBER OR NUMBERS TO BE DIVIDED: _____

EXPLAIN THE PURPOSE OF THIS DIVISION:

NUMBER OF NEW PARCELS BEING CREATED: _____

PARCEL NUMBER THE LAND IS BEING COMBINED TO: _____

IF PARCEL IS WITHIN SHORELAND (AS SHOWN ON THE BELTRAMI COUNTY INTERACTIVE MAP UTILIZING THE SHORELAND ZONING LAYER) A REGISTERED LAND SURVEY MUST BE SUBMITTED WITH THIS REQUEST

LAKE SHORE: YES NO IF YES, WHAT BODY OF WATER: _____

LOCATION OF PROPERTY: IF THE PROPERTY IS LOCATED WITHIN ONE OF THE FOLLOWING TOWNSHIPS AN ORIGINAL SIGNED LETTER FROM THE TOWNSHIP MUST BE SUBMITTED WITH THIS REQUEST.

TOWNSHIPS WITH ZONING:

ALASKA, BEMIDJI, FROHN, MAPLE RIDGE, MINNIE, ROOSEVELT, SUGAR BUSH, TEN LAKE, TURTLE LAKE, TURTLE RIVER

REQUESTER: _____

ADDRESS: _____

PHONE NUMBER OR E-MAIL: _____

COUNTY USE

APPROVED: YES

NO

SIGNATURE: _____ DATE: _____

\$125.00 DIVISION FEE PER SPLIT

\$50.00 PER SPLIT SUBMITTED WITH PRELIMINARY REQUEST (NON-REFUNDABLE) _____

\$75.00 DIVISION FEE PER SPLIT AT TIME OF DEED RECORDING

CURRENT YEAR'S TAXES MUST TO BE PAID IN FULL BEFORE THE DEED TO DIVIDE THE PARCEL CAN BE RECORDED.

PLEASE BRING THIS APPROVAL WHEN YOU RECORD YOUR DEED

IF A SURVEY IS REQUIRED IT MUST BE SIGNED BY A REGISTERED LAND SURVEYOR AND SUBMITTED WITH DIVISION REQUEST

ORIGINAL LEGAL DESCRIPTION OF PARCEL TO BE SPLT:

A. **DESCRIPTION OF PARCEL TO BE CONVEYED.** _____ACRES

NEW PARCEL: Land only _____ (yes or no)

Structures _____ (yes or no)

(If yes, what type: house, barn, shed, etc.) _____

NEW PROPERTY ADDRESS VERIFICATION:

Is there an existing E-911 Address? YES _____ NO _____

If yes, what is the Address? _____

If no, will you be applying for an e-911 Address for this parcel? YES _____ NO _____

B. **DESCRIPTION OF REMAINDER PARCEL.** _____ACRES

REMAINDER: Land only _____ (yes or no)

Structures _____ (yes or no)

(If yes, what type: house, barn, shed, ect.) _____

REMAINDER PROPERTY ADDRESS VERIFICATION:

Will remainder parcel keep the original address? YES _____ NO _____

If yes, what is the address? _____