

APPLICATION FOR PROPERTY DESCRIPTION CHANGE

House Bill No. 4055 requires a property tax payment certification from the county Treasurer before any parcel of land is divided. There is a \$5.00 statutory fee that the county charges. This must be provided before any property description change will be completed.

TAX CODE NO: _____ DATE: _____

PROPERTY ADDRESS: _____

I (We), the undersigned hereby make application and petition the City of Brighton for a change in property description. In support of the application, the following facts are shown:

1) Type of Change:

Description Split Description Change
 Description Combination Other

2) Property location: _____

3) Zoning: _____ Size Requirements: (see attached copy of Zoning Ordinance)

4) Platted: _____ Metes & Bounds: _____

5) If metes and bounds, have there been any divisions of this land in the last 10 years?
 Yes _____ No _____ Explain: _____

6) Is this property vacant? Yes _____ No _____

7) Attach a registered stamped certified survey indicating building location and setbacks, easements, and proposed property/legal descriptions. Survey must be in compliance with P.A. 132 of 1970.

8) When applicable a completed copy of the recorded master deed/amended master deed along with the by-laws and exhibits.

9) An electronic word document for all new legal descriptions either by e-mail or disc. If by e-mail it should be sent to: assessor@brightoncity.org

10) Special Assessments owing? Yes _____ No _____ Type _____ Amount _____

11) Current Owner(s) Information:

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

12) Applicant's basis of representation (e.g. legal representative, owner, option to buy, etc.):

Remarks: _____

13) Split application fee of \$250.00 must be paid before property description change will be completed.

Read Both Sides

I, _____, being duly sworn, depose and say that the statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge.

Signature(s): _____	Date: _____
_____	Date: _____
_____	Date: _____
Firm: _____	Date: _____
Address: _____	Date: _____

FOR OFFICE USE ONLY

Fee Paid (\$250.00): _____ Date: _____

Are Taxes Current and the certification from the county treasurer received?

Yes _____ No _____

APPLICATION ACCEPTED: Yes _____ No _____

If denied reason for denial: _____

ORIGINAL TAX CODE NO: _____

NEW TAX CODE NO: _____

APPROVED BY:
Planning Department: _____ Date: _____

City Engineer: _____ Date: _____

City Attorney: _____ Date: _____

City Assessor: _____ Date: _____

COMMENTS (If you need more space attach any additional documents): _____

