

**Vassar Township**  
**Information needed for land division**

1. Parent parcel ID# and legal description of property
2. A survey showing the location of any dwellings and all accessory buildings, wells, septic for existing, and new proposed divisions.
3. A legal description for each new parcel division
4. The description for public utilities right-of-ways and a drawing where it is located on property application (DTE / Thumb Electric)
5. If new parcels are on a private road easement, you have to show on the drawing where the said road is located, along with a legal description of the road and the name of the new proposed road. You will also need to contact the Tuscola County Road Commission to ensure that there is not another existing road with the same name. All new roads need a width of 66 feet or more and require approval from the Vassar Township Zoning Administrator. Application fee for a private road is \$1,500.00 with a \$2,500.00 inspection fee.
6. The Land Division Application Fee is **\$125 for the first division and \$50 for each additional split for a newly created parcel.** Applications will not be accepted without payment.
7. Lot line adjustments to existing parcels are still **\$35** for each and must still file notice to the township assessor of transfer L-4260a.