

GUIDE TO LOT SPLIT AND LOT COMBINATION PLANNING REVIEW



This document is designed to assist individuals applying for lot splits and combinations with the City subject to Public Boards' approval. It is strongly recommended that you contact the Planning and Zoning Division before applying at Cityplanning@Dearborn.gov.

Please only used this application if asked by Planning & Zoning staff. This is a seperate application from the Assesssing Department's Lot Split & Combination application, which must be completed first.

The following steps outline the Lot Split and Lot Combination process:

1

SUBMIT APPLICATION TO THE PLANNING & ZONING DIVISION

The required application documents are:

1. \$1,000 lot split & combination fee
2. A survey or plat map must satisfy the requirements as outlined in the Zoning Ordinance [Section 32.02\(D\)](#).
3. Proof of Property Ownership, and proof that all taxes & municipal bills are paid, and
4. Lot Split & Combination Affidavit signed by the property owner and/or applicant.

Planning & Zoning staff will contact you if they require additional information and will schedule the request for the next available Planning Commission meeting.

2

PLANNING COMMISSION (Makes a final determination or recommendation to City Council)

- Dearborn's ordinance requires certain lot split & combination requests to go in front of the Planning Commission for a public hearing. As required by the Michigan Zoning Enabling Act (MZEA), notifications will be sent to all properties within 300 feet of the subject property. These notifications will include the time, date, and place of the public hearing as well as a description of the lot split & combination request.
- Depending on the nature of the request, the Planning Commission will either: 1) act as a recommending body to City Council or 2) issue the final determination and approve or deny the request
- The Planning Commission meets monthly (see page 2 of this document for the scheduled meeting dates and application deadlines).

Note: the applicant and/or designer must be in attendance for the Planning Commission meeting.

Requests may only require approval from the Planning Commission and not City Council. The Planning & Zoning Division will make the determination based on what outlined in [Section 17.5-11 \(c\) & \(d\)](#) of the City Code of Ordinances.

CITY COUNCIL (may be required to make the final determination on the lot split or combination request)

--- *In unique or unusual circumstances, City Council may be required to issue the final determination.*

- A lot split & combination typically requires two (2) meetings (1 Committee of Whole Meeting + 1 City Council Meeting) before it can be formally approved; however, *City Council may hold additional hearings if it is considered necessary.*
- The City Council may by majority vote of its membership:
 - Adopt the proposed lot split & combination.*
 - Reject the proposed lot split & combination.*

It is recommended that a representative be in attendance for all City Council meetings

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The Planning Commission 2026 meeting schedule and application deadlines are as follows:

Planning Commission 2026 Meeting Schedule	Application Deadlines
Monday, January 26	Friday, December 19, 2025
Monday, February 9	Friday, January 16, 2026
Monday, March 9	Friday, February 13
Monday, April 13	Friday, March 20
Monday, May 11	Friday, April 17
Monday, June 8	Friday, May 15
Monday, July 13	Friday, June 18
Monday, August 10	Friday, July 17
Monday, September 14	Friday, August 21
Monday, October 12	Friday, September 18
Monday, November 9	Friday, October 23
Monday, December 7	Friday, November 13