



**Application for Lot Line Adjustment**  
**Madbury Planning Board**  
 www.madburynh.org

Form Date  
 2018-03-22

Please review the subdivision regulations at <http://www.madburynh.org/pb>.

**Applicant Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Surveyor Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Engineer Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

In accordance with Madbury's Subdivision Regulations, a complete application includes:

- \$100 fee per affected lot;
- A complete list of abutters with addresses (ask at the Town Hall);
- All information and items listed in the Lot Line Adjustment Application Checklist (attached).

Please email a copy of the plot plan in PDF format to [webmaster@madburynh.org](mailto:webmaster@madburynh.org).

Signatures (if any applicants are not owners, owner's consent must be documented).

Lot(s) to be merged:

Owner	Name	Map #	Lot #	Plan #
1				
2				
3				

Owner(s) :

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



## Checklist for Lot Line Adjustment Application

These materials are required:

- Current lot owners' names and addresses
- Applicant, option holder or other interested parties names and addresses
- Copy of deeds of affected lots
- List of abutters and mailing addresses
- Two (2) copies of the plan at a scale conforming to the requirements of Subdivision Regulations and acceptable to the Strafford County Registry of Deeds with:
  - Title Block including the date the plan was prepared and the date of the last revision
  - Surveyor's or engineer's name, address, stamp, signature, and error of closure certification
  - Date
  - North arrow
  - Location (Locus) map
  - Tax map and lot numbers
  - Old and new lot lines and revised lot areas
  - Location of existing buildings
  - Boundaries of wetlands and water bodies
  - Location of existing sewage disposal system, water system, and other utilities
  - Setbacks as required by ordinances
  - Monumentation as set or to be set
  - Approval block for Planning Board endorsement
- Ten (10) copies of the plan on 11"x17" paper

Upon approval, a mylar copy of the plan and three full scale paper copies must be submitted to the Planning Board for recording the approved plan.

A \$25 recording "L-CHIP" surcharge is imposed by the State. A separate check for \$25 made payable to "Strafford County Registry of Deeds" must accompany all plans to be recorded.

These materials may be required by the Planning Board:

- Copy of Driveway permit (state or Town)
- Test pit logs and locations of test pits
- Topographical map (2 ft. intervals) existing and proposed
- High Intensity Soils Survey
- Other essential features mapped or documented