



TOWN OF NEW DURHAM NEW HAMPSHIRE 03855

APPLICATION FOR BOUNDARY LINE ADJUSTMENT

This form must be submitted with a completed copy of the generic Land Use Application, a Boundary line Adjustment Checklist, an abutters list, and pre-addressed envelopes and pre-addressed Certified Mail Receipts for all abutters and Strafford County Registry of Deeds along with two each pre-addressed envelopes and pre-addressed Certified Mail Receipts for the applicants and all professionals working on the project.

The Planning Board may allow a Boundary Line Adjustment at the request, agreement and application of all property owners involved. It changes the shape and size of all properties involved in the process. It adds no new lots, and it cannot eliminate any existing lot.

The primary constraints on a Boundary Line Adjustment are that the owners involved:

1. Are not allowed to make an existing conforming lot into a non-conforming lot. What this means in practice is that it cannot reduce the size of a lot below the minimum allowed for the soil types on the lot, and it cannot reduce the road frontage below the minimum allowed for that size lot. If a lot is in an overlay district (Steep Slopes, Wetlands Conservation, etc.) it must conform to all requirements of the overlay district.
2. May make a Boundary Line Adjustment between a non-conforming lot and a conforming lot, if the adjustment can increase the size or frontage of the existing non-conforming lot, without making the existing conforming lot into a lot that is any way non-conforming.
3. May make a Boundary Line Adjustment between two non-conforming lots, if and only if it can be done without making an existing non-conforming lot less conforming. This means that any aspect of either lot that does not meet current requirements (e.g., road frontage, water frontage, size and building setbacks) cannot be changed. However, the lot line between the two lots can be changed in such a way that there is an exactly equal exchange of property: Owner 1 gives Owner 2 300 square feet of his lot and Owner 2 gives Owner 1 300 square feet of his lot in a different area.

NOTE: This form and all required information must be filed at least twenty-one (21) days before the date of the meeting at which the Planning or Zoning Board will begin review.

1. Are any of the lots involved undeveloped (no dwelling on the lot)? YES NO

2. What are the planned uses for the undeveloped lot?

3. Are any changes in use planned for any of the lots involved? YES NO

4. If yes, please explain:

5. Abutter List: Complete an abutters list including the Town of New Durham Tax Map, Lot Number, Name and Mailing address of all abutters, including those across a street, brook, or stream. Also, include a pre-addressed envelope and pre-addressed Certified Mail Receipt for each abutter (for sending certified notices to abutters) and for the Strafford County Register of Deeds. Also include two each pre-addressed envelopes and pre-addressed Certified Mail Receipts for the property owner and their representative/s or agent. Abutter names and addresses must be verified with information on record with the Town Office. No application shall be heard unless all abutters as described herein have been notified.

6. Payment of all applicable boundary line adjustment fees.

The applicant and/or owner or agent, certifies that this application is correctly completed with all required attachments and requirements and that any additional costs for engineering or professional services incurred by the Planning Board or the Town of New Durham in the final boundary line adjustment process of this property shall be borne by the application and/or owner.

Applicant/Owner/Agent:

Date

“I hereby authorize the New Durham Planning Board and its agents to access my land for the purpose of reviewing this boundary line adjustment plan, performing road inspections and any other inspections deemed necessary by the Board or its agents, to ensure conformance of the on-site improvements with the approved plan and all Town of New Durham ordinances and regulations.

Owner:

Date

Lot Information

Fill all columns in both tables for each lot involved.

Lot#	Map & Lot	Location	Owner	Mailing Address	Mailing City	State	Zip

Lot#	Current Size of Lot	Current Road Frontage	Current Water Frontage	Proposed Size of Lot	Proposed Road Frontage	Proposed Water Frontage	Name Any Structures Affected