

FULL Fee: \$175, plus Recording Fee
(LCHIP \$25.00, Page \$26.00 each, Mailing \$10.00)

Abutter Notification: \$9 x _____

MINOR Fee: \$50, plus Recording Fee
(No abutter notification required for Minor LLA)

TOTAL: _____

Check# _____ Cash Other _____



Date Received: _____

By: _____ M/L: _____

District: _____

Case# _____

Hearing Date: _____

LOT LINE ADJUSTMENT APPLICATION

NOTE: This application is not acceptable unless all required statements have been made. Additional information may be supplied on a separate sheet if the space provided is inadequate.

Applicant's Name: _____
Owner or Agent

Name of Property Owner, if different: _____

Property #1: Owner's Address: _____

Property #1: Owner's Phone #/Email: _____

Property #2: Owner's Name and Address: _____

Property #2: Owner's Phone #/Email: _____

Property #3: Owner's Name and Address: _____

Property #3: Owner's Phone #/Email: _____

Is the property in current use? YES NO _____
Assessing Clerk Signature & Date

Is there a tax lien on this property? YES NO _____
Tax Clerk Signature & Date

Are there any outstanding violations on this property? YES NO

LOTS TO BE ADJUSTED

	Tax Map/Lot #	Current Size in Acres	Proposed Size in Acres
Property #1			
Property #2			
Property #3			

Information verified by Land Use Office: _____
Signature & Date

AUTHORIZATION SIGNATURES

ONLY THE OWNER(S) OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION.

Property #1

I certify that I am the: M/L _____

_____ Legal property owner of the property(s) involved in this application, or

_____ Legal agent (attach proof of the owner's consent) and have been authorized to file on their behalf, and that the foregoing application statements are true and correct.

Name: _____
 Print Signature Date

Name: _____
 Print Signature Date

Property #2

I certify that I am the: M/L _____

_____ Legal property owner of the property(s) involved in this application, or

_____ Legal agent (attach proof of the owner's consent) and have been authorized to file on their behalf, and that the foregoing application statements are true and correct.

Name: _____
 Print Signature Date

Name: _____
 Print Signature Date

Property #3

I certify that I am the: M/L _____

_____ Legal property owner of the property(s) involved in this application, or

_____ Legal agent (attach proof of the owner's consent) and have been authorized to file on their behalf, and that the foregoing application statements are true and correct.

Name: _____
 Print Signature Date

Name: _____
 Print Signature Date

This Lot Line Adjustment was approved by the Bristol Planning Board pursuant to RSA 674:39-a

Chair: _____
 Signature Date

TOWN OF BRISTOL PLANNING BOARD

LOT LINE ADJUSTMENT- MEMO

APPLICATION PROCESSING STEPS

STEP 1:

CRITERIA: CHECK WITH THE PLANNING BOARD OR LAND USE OFFICE – who will explain the process to you. An application for a Lot Line Adjustment must include a Site plan and may be accepted only if the following apply:

- **NUMBER OF LOTS** Application approval will not result in more lots than currently exist.*
Application approval will not result in the creation of any buildable parcel for which Subdivision approval is required.
- **FRONTAGE** Parcels that have frontage on a subdivision, county, town or state roadway must continue to have the required frontage after the adjustment.
- **ZONING MINIMUMS** The original properties are not reduced in size below the minimum lot size requirement; the lot line adjustment will not create a non-conformity or increase in non-conformance.
- **NON-BUILD PARCELS** The lot line adjustment will not result in any new non-buildable parcels.
- **RECORDING** Lots are not legally reconfigured until they have been recorded with the Grafton County Registry of Deeds (RSA 674:37).

Minor lot line adjustments or boundary agreements which do not create buildable lots and where the original properties are not reduced in size below the minimum lot size requirement shall be exempted from this process, but not RSA 674:37 Recording of Plats.

STEP 2:

SUBMIT YOUR APPLICATION – with all of the following:

- **FEES** **LLA is \$175 plus \$9 per abutter** (as verified by the Town Assessing Office).
Minor LLA is \$50, abutter's are not notified.
Mylar for both applications: LCHIP \$25, Page \$26, Mailing \$10
Please make checks payable to "Town of Bristol"
- **FORM** 3 copies of the completed application (attached) which all owners must sign

If you have any questions regarding the lot line adjustment process, please contact the Planning Board Office or the Land Use Office via phone (603-744-3354) or in person Monday through Friday, generally, between the hours of 8:00 am – 4:00 pm.

Please note that there is no requirement for publication of Lot Line Adjustments in a local newspaper.

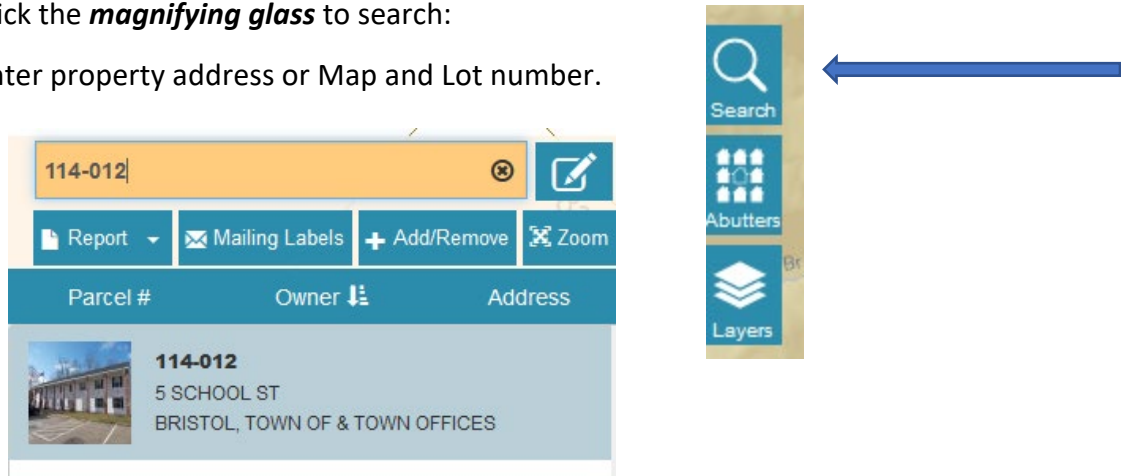
Town of Bristol Abutter Notification List

Name and address should be those of current owners as recorded in the Tax Records at the time of submission of your application. If more room is needed, copy this sheet and attach. Be sure to make note of how many abutter sheets you are submitting - _____ # of sheets. For the purposes of notification, the applicant (and owner if different) and any professionals who have provided their service are considered abutters.

1) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
2) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
3) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
4) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
5) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
6) Owner's Name _____ Tax Map # _____ Mailing Address _____ Lot # _____ City _____ State _____ Zip Code _____
Addresses Verified – Date: _____
By Whom: _____ Department _____

How to obtain an Abutter's list using the Town website.

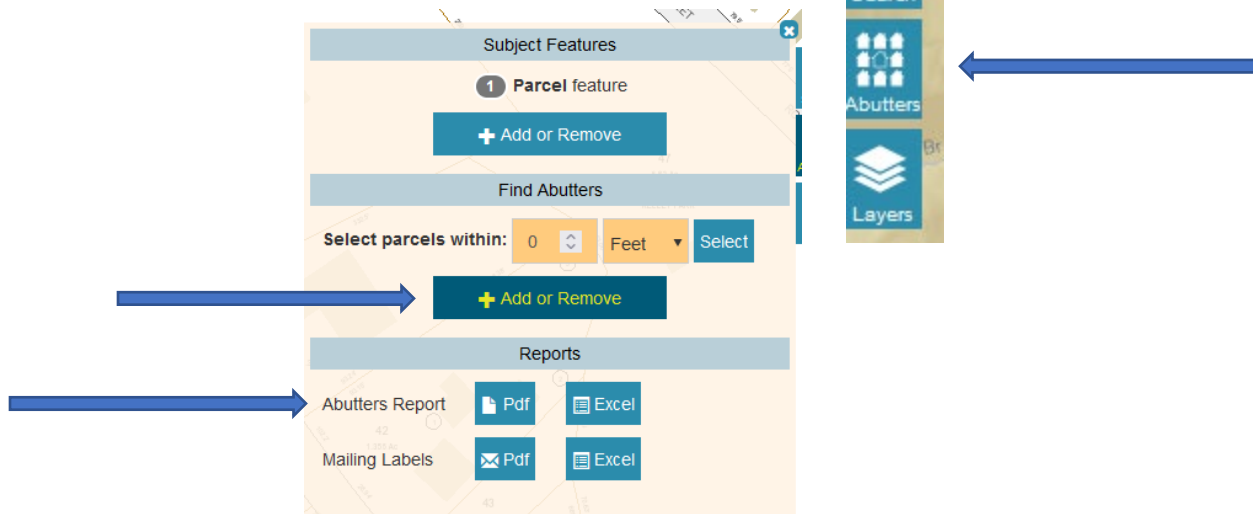
- Go to the Homepage at www.bristolnh.gov
- Click the **Maps** button in the left-hand column.
- This will take you to <https://www.axisgis.com/BristolNH/>
- Click the **magnifying glass** to search:
- Enter property address or Map and Lot number.



The property you chose will show in yellow.



- Click the **Abutters Icon**.
- Under Find Abutters, click **Add or Remove**.



- Click on the parcels surrounding your property.
(Abutters are those sharing a border and across any streets or rivers. If the property address is located in an association, the Land Use Office will assist you with identifying the appropriate abutters.)
- Abutting properties will appear in red.
- Under Reports, click **Abutter's Report PDF**
- Print and submit this report to the Land Use Office with your Application. (The Land Use Office will verify your abutter's list.)

