

☐ 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

Property #1

Property #2

Property #3

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 # _____

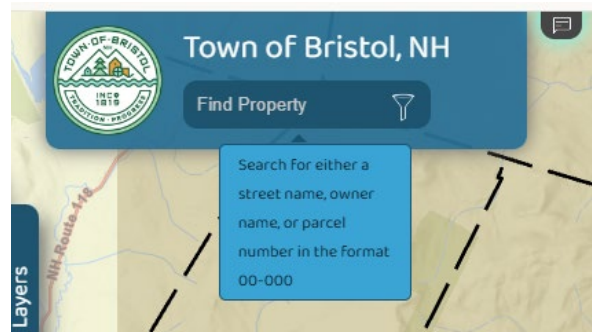
City _____ State _____ Zip Code _____

Addresses Verified – Date: _____

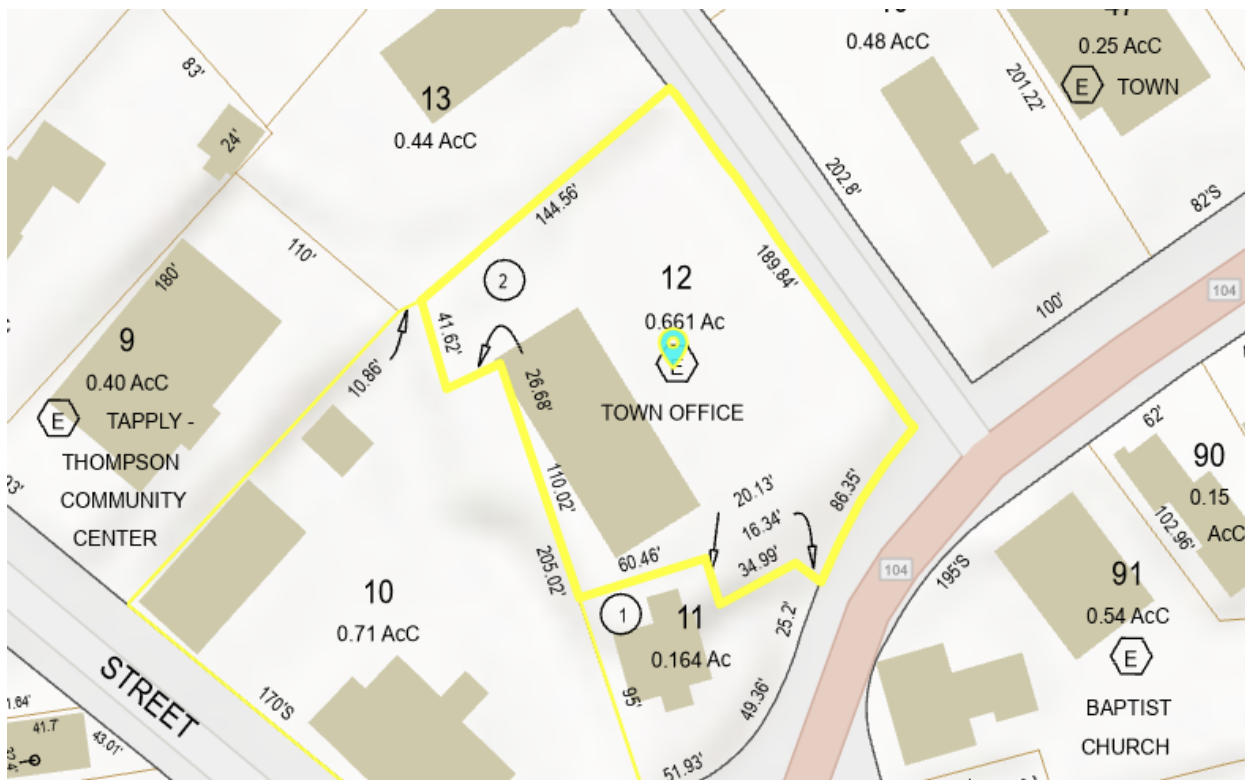
By Whom: _____ Department _____

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

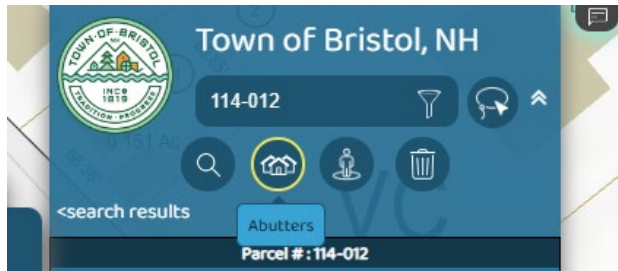
- Go to the Homepage at www.bristolnh.gov
- Click the **Maps** button in the left-hand column.
- This will take you to <https://next.axisgis.com/BristolNH/>
- Click **Find Property**
- Enter property address or Map and Lot number.



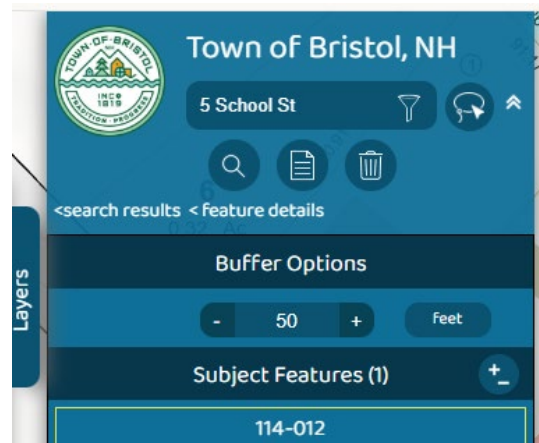
The property you chose will show in yellow.



- Click the **Abutters Icon**.



- Choose 50 feet Buffer Option

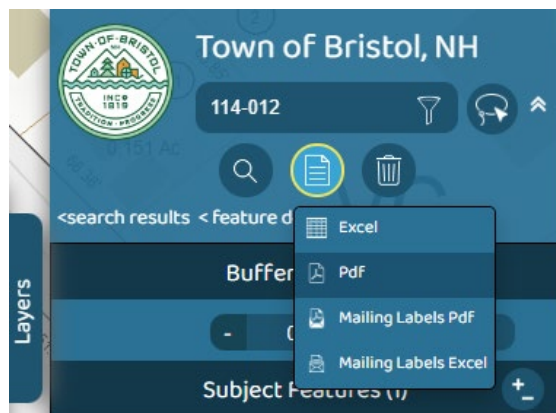


- Click the plus/minus sign (+/-) next to Abutting Parcels



- Click on map to add or remove abutting parcels.
(Abutters are those sharing a border diagonally and across any streets or rivers. If the property address is in an association, the Land Use Office will assist you with identifying the appropriate abutters.)
- Abutting properties will appear in red.

- Click the **Report Icon**, scroll to choose PDF
- Print and submit this report to the Land Use Office with your Application. (The Land Use Office will verify your abutter's list.)





0.1 feet Abutters List Report

Bristol, NH
May 24, 2024

Subject Property:

Parcel Number: 114-012
CAMA Number: 114-012
Property Address: 5 SCHOOL ST

Mailing Address: BRISTOL, TOWN OF TOWN OFFICES
5 SCHOOL ST
BRISTOL, NH 03222

Abutters:

Parcel Number: 114-010
CAMA Number: 114-010
Property Address: 10 NORTH MAIN ST

Mailing Address: TD BANK
380 WELLINGTON ST - 12TH FL
LONDON, ONTARIO
N6A 4S4,

Parcel Number: 114-011
CAMA Number: 114-011
Property Address: 15/3 SUMMER ST/SCHOOL ST

Mailing Address: CRH REALTY, LLC
281A BROADWAY
LAWRENCE, MA 01841

Parcel Number: 114-013
CAMA Number: 114-013
Property Address: 25 SCHOOL ST

Mailing Address: BCC REALTY CORPORATION
PO BOX 1405
CENTER HARBOR, NH 03226

Parcel Number: 114-046
CAMA Number: 114-046
Property Address: 35 SUMMER ST

Mailing Address: SYMINGTON, BESSIE M
35 SUMMER ST
BRISTOL, NH 03222

Parcel Number: 114-091
CAMA Number: 114-091
Property Address: 30 SUMMER ST

Mailing Address: BRISTOL BAPTIST CHURCH
30 SUMMER ST
BRISTOL, NH 03222

SAMPLE



www.cai-tech.com

5/24/2024

Data shown on this report is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this report. This is not an official abutters list unless approved by the Bristol Assessing Department.

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Abutters List Report - Bristol, NH