

Name of Applicant _____ Date _____

Location of Property:

Parcel 1 _____ tax map _____ lot _____

Parcel 2 _____ tax map _____ lot _____

**TOWN OF BRENTWOOD
LOT LINE ADJUSTMENT/BOUNDARY LINE
REVOCATION APPLICATION - CHECKLIST**

FEES: The following is a partial list of fees that may be charged, when applicable, and must be paid prior to the recording of the mylar.

The following fees are to be paid upon application to the Planning Board:

_____ **\$200.00** for application and secretarial fees - non-refundable

_____ **\$200.00** Professional Planner - non-refundable

_____ **\$10.00** per abutter - Cost of certified mailings to each land owner within 200 feet, the applicant, owner of the subject property/s (if different than applicant) and the name & address of every engineer, architect, land surveyor, or soil scientist whose professional seal appears on any plat submitted to the Board. **MUST BE ON 1" x 2 5/8" mailing labels, in TRIPLICATE**

_____ **\$100.00** for legal notice

_____ **\$30.00** per lot for tax map changes

Recording Fees and Consultant Fees:

_____ Any other professional consultants required by the Planning Board

_____ **\$30.00** Recording, fax, photocopies, express mail, etc.

Application shall contain the following information, where applicable, to be considered complete.

_____ Letter of Intent

_____ Letters of Authorization

_____ Copy of the Deeds of parcels involved in the lot line adjustment

_____ List of Abutters and addresses **on mailing labels – in triplicate**

LOT LINE ADJUSTMENT APPLICATION CHECKLIST

In order to be complete, a lot line adjustment application shall contain the following information, where applicable:

- Copy of deeds of parcels involved in lot line adjustment.
- List of abutters and addresses- on mailing labels, in triplicate
- Current Owner's name and address
- Option holder's name and address
- Date
- Tax map and parcel number
- "Reasonable fees in addition to fees for notice . . . may be imposed by the Board to cover its administrative expenses and costs of special investigative studies, review of documents and other matters which may be required by particular applications" (RSA 676:4 (g)).