

Date: _____

Application No. _____

TOWN OF HAMDEN PLANNING BOARD

APPLICATION FOR SKETCH PLAN/SIMPLE SUBDIVISION

1. Landowner's Name: _____ Phone _____
 Local Address: _____
 Legal Address: _____

2. Applicant (if different from #1): _____ Phone _____
 Address: _____

3. Project Location:
 On the _____ side of _____, _____ feet _____ of _____
 (Direction) (Road) (Direction) (Road)

4. Tax Map designation: Sheet _____ Block _____ Lot (s) _____

5. Total acreage prior to division: _____

6. Lots to be created and acreage of each _____

7. Existing conditions: List all relevant existing site conditions such as existing accesses, wells, septic systems, etc. _____

8. Attach three (3) copies of the Sketch map (or survey, if required)

9. Attach a copy of the Soil Test results for each newly created lot

10. Attach a copy of a Driveway Permit for each newly created lot

FOR NOTARY PUBLIC

I, _____, hereby depose and say that all the above statements contained in the papers submitted herewith are true.

Signature of Landowner or Applicant _____ Date _____

Subscribed and sworn to before me this _____ day of _____, 20__.

My Commission Expires:

 Notary Public

TOWN OF HAMDEN PLANNING BOARD

CHECKLIST FOR BOUNDARY LINE ADJUSTMENT

BOUNDARY LINE ADJUSTMENT - The adjustment of a boundary line for the expressed purpose of transferring a portion of one lot to another adjoining lot. The portion of the land to be transferred to an adjoining lot shall be incorporated into the deed of that lot.

1. Procedure

The Boundary Line Adjustment shall be subject to the following requirements:

- a) The portion of the lot not being transferred to an adjoining lot shall have access onto an existing road. Such access shall have enough width to permit the construction of a driveway.
- b) **The portion of the land to be transferred shall be surveyed. The remaining lands shall be surveyed at the discretion of the Planning Board.** These waivers are granted provided that the portion of the land to be transferred to an adjoining lot shall be incorporated into the deed of that lot.

2. Boundary Line Adjustment Form

- a) If the Planning Board classifies the sketch plan as a Boundary Line Adjustment, then a Boundary Line Adjustment Form will be completed, and the form and survey shall be signed by the planning board chairperson.
- b) The Boundary Line Adjustment survey shall include the following note:

"Lot ___ is to be incorporated in to the adjoining lands of _____ (Name of lot owner), Deed Liber ___ Page ___, Tax Sheet ___ Block ___ Lot___, and is not, at this time approved for separate sale."
- c) **The Boundary Line Adjustment shall be filed with the Delaware County Clerk within sixty-two (62) days of the date of the Planning Board's completion of the Boundary Line Adjustment form. Any Boundary Line Adjustment Form not filed or recorded within sixty-two (62) days shall become null and void.**