

LOT LINE CHANGE PLAN REVIEW CHECKLIST

Lots: _____ Date: _____

Street: _____

Owner: _____

C I N W C=Completed I= Incomplete N=Not Applicable W=Waiver Request

- 1/ Completed application and fee.
- 2/ Mylar and six copies, incl. 10 copies of plans reduced to 11" x 17".
- 3/ Site location map.
- 4/ Site map showing all site conditions including the following:
 - a/ Name of municipality.
 - b/ Name and address of owners.
 - c/ Boundaries certified by Licensed Land Surveyor: I hereby certify that this plan is based on an actual field survey and has a max. error of closure of 1 / 10,000.
 - d/ Location of all monuments found or to be set.
 - e/ North point on all sheets.
 - f/ Bar or graphic scale.
 - g/ Date of layout and revisions.
 - h/ Names and addresses of all abutters.
 - i/ Location of existing and proposed easements (if none – state so).
 - j/ Deed restrictions (if none – state so).
 - k/ Name and seal of NH Licensed Surveyor.
 - l/ Lot dimensions.
 - m/ Area of lots in square feet.
 - n/ Area of lots in acres.
 - o/ Volume and page of all lots involved.
 - p/ Lot line(s) to be removed to be shown as dashed and labeled "former lot line".
Add this note to planset: Parcel ___ is not to be considered a building lot and is to be added to (or subtracted from) lot ___ .
 - q/ All existing buildings on lots.
 - r/ New lot numbers (if required).
 - s/ SCS soil overlay (if required).
 - t/ Boundaries of Zoning Districts, incl. overlays, within and adjacent to lot line change.
 - u/ Approval Block for Planning Board endorsement.
 - v/ Mylar at Tax Map scale.

STAFF NOTES: _____

