

TOWN OF HARPERSFIELD

BOUNDARY LINE ADJUSTMENT PROCEDURE

Step 1

The applicant shall submit the following to the Harpersfield Planning Board before classification is made:

1. A *completed* Boundary Line Adjustment Application
2. Sketch Plan of the lot(s) involved. Said plan should include tax map numbers, road name, and approximate acreage involved.

At this point, the Planning Board will review the proposal for accessibility of the lots involved, size of lots, buildability of lots, and whether or not a survey is being completed.

The Planning Board will then classify the proposal.

Step 2

Applicant shall produce new deed.

The Planning Board shall sign the Boundary Line Adjustment Form when the applicant has produced the new deed confirming the transfer and combination of parcels. The new deed shall specify that the incorporated land can not be sold separately without subdivision review by the Harpersfield Planning Board.

Step 3

Applicant must file the Boundary Line Adjustment with the Delaware County Clerk within sixty-two (62) days of Planning Board endorsement.

TOWN OF HARPERSFIELD
BOUNDARY LINE ADJUSTMENT
ACCEPTANCE FORM

BLA # _____

Parcel A - (Sender):

Name _____
Address _____
Phone _____
Tax map# _____ Block _____ Parcel _____
Liber _____ Page _____

Parcel B - (Receiver):

Name _____
Address _____
Phone _____
Tax map# _____ Block _____ Parcel _____
Liber _____ Page _____

Location: (Road Name, Distance and Direction from Nearest Intersection)

Description of Action:

Amount of property to be transferred - Parcel "C" _____

We the undersigned hereby swear that Parcel "C" will be taken from Parcel "A" and added to Parcel "B", and no new lots will be created by this action. Also, Parcel "C" cannot be conveyed separately from the tract to which it is added unless resubmitted as a subdivision and approved by the Town of Harpersfield Planning Board. We the undersigned also agree to send a copy of the new deed confirming the transfer and the combining of Parcel "C" and Parcel "B".

(OVER)

Parcel A (owner's signature)

Date

Subscribed and sworn to before me this ____ day of _____, 19__

My Commission Expires: _____

Notary Public

Parcel B (owner's signature)

Date

Subscribed and sworn to before me this ____ day of _____, 19__

My Commission Expires: _____

Notary Public

Classified as a Boundary Line Adjustment by the Harpersfield Planning Board, and the new deed confirming the transfer and combination of parcels has been presented.

Chairperson (signature)

Date

This Boundary Line Adjustment must be filed with the Delaware County Clerk within sixty-two (62) days of Planning Board endorsement.

Application no. _____

TOWN PLANNING BOARD
TOWN OF HARPERSFIELD, NEW YORK

BOUNDARY LINE ADJUSTMENT
CERTIFICATE

This is to certify that the proposed land transaction identified below is exempt form Town Subdivision Review and may be filed in the Office of the County Clerk of Delaware. This determination has been made by the Town of Harpersfield Planning Board. Any subdivision of this land will require a more formal review.

Name of Applicant _____

Location of Transaction _____

Tax Map No.: Sheet _____ Block _____ Lot _____ (Sender)
Tax Map No.: Sheet _____ Block _____ Lot _____ (Receiver)

Deed Reference: Liber _____ Page _____ (Sender)
Deed Reference: Liber _____ Page _____ (Receiver)

Amount of acreage to be transferred _____

Amount of acreage remaining in sending parcel _____

Comments by Planning Board:

Chairperson

Date