

Town of LeRay

LOT LINE ADJUSTMENT APPLICATION

OFFICE USE ONLY	
Application Fee	\$50.00
Receipt Number:	_____
Check Number:	_____
Submittal Date:	_____
Received By:	_____

Applicant: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Description of Action:

Amount of property to be transferred is labeled as Parcel "C" and equals _____ acres

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 LeRay Planning Board. We the undersigned also agree to send a new copy of the new deed confirming the transfer and the combining of Parcel "C" and Parcel "B".

Parcel A (Sender) **Tax Parcel #:** _____ **Current Acres:** _____

_____ Date: _____
(Owner's Signature)

Subscribed and sworn to before me this _____ day
of _____, 20__
My Commission Expires: _____

Notary Public

Parcel B (Receiver) **Tax Parcel #:** _____ **Current Acres:** _____

_____ Date: _____
(Owner's Signature)

Subscribed and sworn to before me this _____ day
of _____, 20__
My Commission Expires: _____

Notary Public

Classified as a Lot Line Adjustment by the Town of LeRay Planning Board and the Plat map has been presented.

Chairperson, Town of LeRay Planning Board

Approval Date

Chapter 135 SUBDIVISION of LAND Article III Section 135-4
Lot Line Adjustment Procedure

- A. Lot line adjustments are subject to review administratively by the Planning Board unless any of the follow conditions are present:
- (1) Any parcel will be reduced by greater than fifty (50) percent in area or increased by greater than one-hundred (100) percent in area.
 - (2) The action involves greater than four (4) parcels.
 - (3) In a lot line adjustment, you cannot make a conforming lot, non-conforming.
 - (4) The action involves lands determined to be environmentally sensitive or is a Type I action pursuant to SEQRA.
 - (5) Any involved parcel was the subject of a Lot Line Adjustment within the previous three (3) years as measured from the date of filing of the adjusted plats.
 - (6) If any of these conditions are present, then the application is processed as a Major or Minor Subdivision.
- B. Documentation shall be submitted by an applicant in conjunction with ten (10) copies of a completed application for a lot line adjustment, including the following:
- (1) The lot line adjustment plat submitted to the Planning Board shall be prepared by a licensed land surveyor.
 - (2) The lot line adjustment plat shall show the following information:
 - (a) The location of that portion which is to be subdivided in relation to the entire tract, and the distance to the nearest existing street intersection.
 - (b) The approximate location of all existing structures, wooded areas, streams and other significant physical features, within the portion to be subdivided and within 200 feet thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than 10 feet.
 - (c) The name of the owner and of all adjoining property owners as disclosed by the most recent municipal tax records.
 - (d) The tax map sheet, block and numbers, if available.
 - (e) All the utilities available, and all streets which are either proposed, mapped or built.
 - (f) The proposed pattern of lots, including lot width and depth, street layout, recreation areas, systems or drainage, sewerage, and water supply [see § 135-7B] within the subdivided area.
 - (g) All existing restrictions on the use of land, including easements, covenants or zoning lines.
 - (h) Deed descriptions.
- C. The lot line adjustment may be approved procedurally by a majority vote of the Planning Board assuming it is in compliance with the definition and requirements as stated except in the instance where a variance is required.
- D. Upon approval, the applicant shall file one (1) drawing of the lot line adjustment Plat with the Jefferson County Real Property Office, and one (1) Mylar and associated deed description with the Jefferson County Clerk's Office within sixty-two (62) days of the approval.