

APPLICATION FOR LOT LINE REVISIONS NEW FAIRFIELD
PLANNING COMMISSION

FEE: \$200.00 (Ck. Payable to Town of New Fairfield) **APPLICATION#:** _____

TYPE: LOT LINE SWAP COMBINED LOTS NON-CONFORMING LOTS

1). Applicant: _____

Mailing Address: _____

Phone#: _____

2). Premises Located at: _____

3). Interest in Property: Owner Contract Purchaser Leasee Agent

IF THE APPLICANT IS NOT THE SOLE PROPERTY OWNER, YOU MUST SUBMIT A NOTARIZED LETTER FROM ALL OF THE OTHER PROPERTY OWNER (S) AUTHORIZING YOU TO ACT ON THEIR BEHALF

4). 1st Lot Tax Assessor Map No. _____ Block No. _____ Lot No. _____

 2nd Lot Tax Assessor Map No. _____ Block No. _____ Lot No. _____

 3rd Lot Tax Assessor Map No. _____ Block No. _____ Lot No. _____

Attach additional Map, Block and Lot #'s on a separate sheet of paper.

5). Name of Existing Subdivision _____

6). Is the property within 500 feet of Danbury, or New York State? _____

7). Have previous petitions been filed on this property? _____ If yes, give dates _____

8). Reason for which Lot Line change is requested (attach narrative from attorney) _____

 * Combined Lots - the narrative must state the origin of each lot

 **Nonconforming size - swapped areas must be of identical size (i.e. ¼ acre for ¼ acre)

9). Attach Chain of Title

10). Attach the following:

 A. One Mylar of the changed lot(s)

 B. Three (3) sets of A-2 Surveys showing lot(s) before **and** after revisions.

Properties must be shown in their entirety, including area of properties, structures, and easements.

For combined lots, a perimeter survey must state that lots are to be combined and must indicate all improvements.

Signature _____ Date _____

See Reverse Side For Application Processing Sequence

LOT LINE REVISION APPLICATION PROCESSING SEQUENCE

1. Completed applications should be returned to the Land Use Dept., New Fairfield Town Hall, 4 Brush Hill Road, New Fairfield CT 06812.
2. Submission deadline is not later than **17 days prior** to the next Planning Commission meeting (See Town Clerk's Bulletin Board)
3. Application will be reviewed by Zoning Enforcement Officer (*incomplete or flawed applications will be returned to applicant*)
4. Application will then be reviewed and approved by the Planning Commission. (*Applicant (s) or authorized agent(s) are required to be present at this meeting*)
5. After approval by the Planning Commission, the three (3) sets of A-2 surveys will be distributed to the Zoning Enforcement Officer, the Tax Assessor, and the Planning Commission
6. The Mylar must be filed with the Town Clerk, the fee for which will be paid by the applicant via check payable to the Town of New Fairfield (*\$10 for 2 lots, \$20 for more than 2 lots*). The Planning Commission Chairman (or his designee) will sign the Mylar, indicating when he does so that this is not a subdivision or resubdivision.
7. Applicant will be notified in writing of the Planning Commission's approval.

Review by Zoning Enforcement Officer:

Signature: _____ Date _____

Approval by Planning Commission:

Signature of Chairman (or designee): _____ Date _____