

Town of Colchester Planning Board
P.O. Box 321 Downsville, NY 13755
607.363.2752 bseegmil@hunter.cuny.edu

BOUNDARY LINE ADJUSTMENT

APPLICANT CHECKLIST

1. Application signed by all landowners (2 copies).
2. All landowners not present at the Planning Board meeting at which the application is presented must designate, through a notarized statement of authorization, an agent to represent them at the meeting.
3. Survey of portion of property to be transferred (3 copies, 1 mylar), containing information from Subdivision Regulations, Section 401 (attached).
4. Deeds of all properties concerned.
5. Unexecuted copy of deed:
Must include statement that land to be transferred cannot be conveyed separately from the tract to which it is added unless resubmitted as a subdivision and approved by the Town of Colchester Planning Board.
6. Fee