



TOWN OF POESTENKILL

38 Davis Drive / P.O. Box 210
Poestenkill, NY 12150
(518) 283-5100 Phone
(518) 283-7550 Fax

PLANNING BOARD

LOT LINE ADJUSTMENT APPLICATION

Recipient Name: _____

Address: _____

Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____

Email Address: _____

Donor Name: _____

Address: _____

Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____

Email Address: _____

Signatures: ALL signatures are required

Recipient: _____ **Date** _____

Donor : _____ **Date** _____

Owner: _____ **Date** _____
(If different from recipient and donor) *MANDATORY*

APPLICANT OR THEIR REPRESENTATIVE **MUST** APPEAR AT ALL BOARD MEETINGS

Property Owner (if not recipient or donor):

Name: _____

Address: _____

Home Phone: _____ **Work Phone:** _____ **Cell Phone:** _____

Property Information:

Land Use District in which property is located:

- | | |
|--|---|
| _____ Residential (R) | _____ Hamlet |
| _____ Residential /Agriculture (RA) | _____ Commercial/Light Industrial (CLI) |
| _____ Rural Residential 1 (RR1) | _____ Natural Products (NP) |
| _____ Rural Residential 2 (RR2) | _____ Planned Development (PD) |
| _____ Flood Fringe Overlay (Flood Hazard Area) | |

Location of land parcel:

Tax Map Numbers: _____

(This information is REQUIRED)

Reason for adjustment:

Line to be adjusted:

_____ Front _____ Side _____ Side _____ Rear

Setback AFTER Information

	Required Per Code	Requested Dimensions	Difference
Front Setback			
Side Setback			
Side Setback			
Rear Setback			
Minimum Lot Width			
Minimum Lot Area (Acres)			

Additional Contact Information:

Site Planner:

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Plot Engineer/Surveyor:

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Attorney:

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Other (consultants, etc):

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email Address: _____

Checklist of Materials That Must Accompany this Application:

- _____ **Lot Line Adjustment Application Fee**
 - See Fee schedule for current fee
 - Make checks payable to Town of Poestenkill

- _____ **Signatures of ALL Lot Line Adjustment Parties are MANDATORY.**
Property Owner's Signature, if owner is not the applicant, is required

- _____ **Copy of section of applicable Tax Map showing location of both properties**

- _____ **State Environmental Quality Review Short Assessment Form**

- _____ **BEFORE Sketch plan (OR survey plat) – 10 copies-- containing:**
 - Location of the lot line adjustment in relation to the entire tract and the distance to the nearest existing street intersection
 - All existing structures, wooded areas, streams and other significant physical features
 - Name of the owner and of all adjoining property owners
 - The Tax Map sheet, block, and lot numbers, if available
 - All existing restrictions on the use of land, including easements, covenants or zoning lines

- _____ **AFTER Sketch plan (OR survey plat) – 10 copies-- containing:**
 - Location of the lot line adjustment in relation to the entire tract and the distance to the nearest existing street intersection
 - All existing structures, wooded areas, streams and other significant physical features
 - Name of the owner and of all adjoining property owners
 - The Tax Map sheet, block, and lot numbers, if available
 - All existing restrictions on the use of land, including easements, covenants or zoning lines

Additional Applicant Costs Associated with this Application:

- Consultant costs (if applicable)
- Miscellaneous postage
- An invoice for these additional costs will be sent to the applicant as soon as possible prior to final action being taken. This invoice is due and payable immediately upon receipt.