

TOWN OF MILFORD

Office of Community Development
Planning • Zoning • Building Safety • Code Enforcement • Health
Economic Development • Active Projects



APPLICATION FOR VOLUNTARY LOT MERGER

PURSUANT TO RSA 674:39-a

Instructions Voluntary Lot Mergers

1. Fill out the Voluntary Lot Merger form. You must include the town's tax map & lot number information, as well as the book and page number information from the Hillsborough County Registry of Deeds for the deed(s) for the lots included in the proposed lot merger.

Please note that the lots to be merged (1) must be contiguous and under common ownership AND (2) all taxes and liens must be paid for prior to approval and recordation.

If you need additional space, please attach another sheet. Please type this information if at all possible, otherwise use black ink and write so it is both legible and reproducible, or the Registry will send it back.

2. Submit a copy of the recorded deeds for the lots included in the proposed lot merger.
3. Submit the form along with a check made payable to the Hillsborough County Registry of Deeds in accordance with their published fee schedule (visit [www. http://nhdeeds.com/hillsborough](http://nhdeeds.com/hillsborough)) and two (2) stamped envelopes. Also a copy of any surveys you may have for the lots being merged to the Land Use and Property Records Department in the Town Hall. The survey is not required, but is helpful in the review process.
4. The Planning Board or its designee will review the information submitted, and determine if the resulting lot is in compliance with the current land use ordinances or regulations. No formal public hearing or notice is required for review by the Planning Board.
5. Once the request is approved and signed by the Planning Board or its designee, a copy of it will be forwarded to the assessing officials for their review and approval and the original will be filed for recording with the Hillsborough County Registry of Deeds.

It should be noted that if you or a subsequent owner of the parcels being merged ever decides to sell one of the original lots, then a new subdivision plan will have to be approved by the Planning Board. The lots being created by such subdivision will have to comply with the zoning and subdivision regulations in effect at that time.

If you have any questions, please contact the Milford Community Development Office at (603) 249-0620.

TOWN OF MILFORD, N.H.
VOLUNTARY LOT MERGER FORM

(Applicant must file two originals; please type or print legibly in black ink)
Applicant is responsible for Registry of Deeds Fee(s)

As provided for in RSA 674:39-a, the undersigned applicant requests that the Town of Milford, New Hampshire, hereby merge the following contiguous parcels of land for the purposes of land assessment and recognized for regulatory purposes as a single tract or parcel of land:.

Name of record owner(s) (must be identical for all lots consolidated):

Mailing address of owner(s): _____

The following existing parcels are to be consolidated into a single parcel:

				Deed References:	
Map#	Lot#	Street Address	Plan#	Book	Page
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

(Attach additional sheet if necessary)

It is a condition of this application that each of the above parcels shall (i) not be subject to separate liens or mortgages, or (ii) any such liens apply equally to all parcels merged. In addition, all real estate taxes on all parcels shall be current. By signing below, the owner(s) certifies as to the facts of either (i) or (ii) above.

Dated: _____

Signature of Applicant/Owner

Printed Name of Applicant/Owner

By signing below, the applicant agrees that (i) this request is subject to approval of the Planning Board* to assure such merger does not create a violation of the current zoning ordinance or subdivision regulations, (ii) that upon approval, this agreement shall be recorded in the Hillsborough County Registry of Deeds, and (iii) subsequent to the approval of this agreement, the owner(s) shall not separately convey or encumber any of the previously existing parcels. Any attempt to separately convey any parcel or part of a parcel submitted hereunder shall require subdivision approval from the Milford Planning Board, (iv) that this merger be effective as to the foregoing tract(s) and that the same constitute a covenant that shall run with the land and shall be binding on the heirs, successors and/or assigns of the undersigned.

Dated this _____ day of _____, 20_____.

Owner's Signature(s): _____

Print Name(s): _____

(For Municipal Use Only)

By signing below, the application has been reviewed by the Milford Planning Board* and the lot merger shall not result in a violation of the current zoning ordinance or subdivision regulations.

Date: _____

Planning Board Chairperson (or designee)

This request has been reviewed by the Milford Tax Assessor, who has assigned the following tax map and lot number to the resulting parcel: Map #: _____ Lot #: _____

Date: _____

Tax Assessor/designee

One original to be retained in the Tax Assessor's and Community Department files. One original shall be forwarded to the Hillsborough County Registry of Deeds for recording upon approval. The Recorded Copy will be returned to the Owner(s).

* *Or the Community Development Director or Town Planner, to whom the Planning Board could delegate this responsibility.*