
Description of Application:

Please complete an Environment Assessment Form and submit along with this Application.

Please note that a lot line adjustment may not result in the creation of a new lot. If the intent of the application is to create one or more new lots, a subdivision application must be submitted. Additionally, lot line adjustment(s) may not result in a lot or lots that do not conform to Village standards for such items as: minimum lot area, dimensions, setbacks and access.

Please use the "Description of Application" section below to summarize the application including lot sizes post lot line adjustment(s).

any boundary line relocations, boundary line removals, lot sizes before lot line adjustment(s) and lot sizes post lot line adjustment(s).

Complete all parts of this form. No review can begin until all questions have been answered or satisfactorily explained in writing. The Zoning/Planning Board is available to assist but you must furnish the information required by law before the Zoning/Planning Board can take action on your application. It is recommended that a sketch plan be submitted and reviewed with the Zoning/Planning Board prior to obtaining a survey.

FOR APPLICANT COMPLETION:

<p>Tax Map Parcel Numbers:</p> <p>Application Number:</p> <p>Received by:</p> <p>Dated:</p> <p>FOR ZONING/PLANNING BOARD COMPLETION:</p>

LOT LINE ADJUSTMENT APPLICATION

15 Mountain Road
 Ravena, New York 12143
 Phone: (518) 756-8201
 Fax: (518) 756-8356
 Email: buildingdept@villageofravena.com

Village of Ravena Building Department



Sworn to me before this _____ day of _____

Signature of Applicant

The undersigned hereby requests approval by the Village of Ravenna Zoning/Planning Board of the identified application for a lot line adjustment. I hereby certify that I have completed the application to the best of my ability and have complied with all applicable regulations of the Village of Ravenna. I certify that the application information is complete and accurate.

Landowner No. 1	Landowner No. 2	Landowner No. 3
Name:	Name:	Name:
Address:	Address:	Address:
Phone Number:	Phone Number:	Phone Number:
Email Address:	Email Address:	Email Address:
Address Subject of Application:	Address Subject of Application:	Address Subject of Application:
Tax Map Parcel Numbers:	Tax Map Parcel Numbers:	Tax Map Parcel Numbers:
Zoning District:	Zoning District:	Zoning District:
Minimum Lot Size:	Minimum Lot Size:	Minimum Lot Size:
Minimum Lot Frontage:	Minimum Lot Frontage:	Minimum Lot Frontage:
Applicable Setbacks:	Applicable Setbacks:	Applicable Setbacks:

- Application Checklist:**
1. Survey map showing: scale, north arrow, date, title block, and tax map parcel numbers
 2. Survey map showing all contiguous properties with names of property owners (including property across any public road)
 3. Four copies of the survey map, one of which is a mylar copy acceptable for filing with the County Clerk
 4. Seal of the licensed land surveyor who prepared the survey map

*Notice to Applicants: please file the approved survey map signed by the Planning Board Chair with the County Clerk within 62 days of approval and provide confirmation of filing with the Village Building Department within 30 days of such filing.

_____ Approved
 _____ Disapproved
 _____ Conditionally Approved
 _____ Signature of Zoning/Planning Board Chair
 _____ Notice of Decision mailed to Applicant
 _____ *Date map filed with County Clerk

Decision Made on Lot Line Adjustment Application:

FOR ZONING/PLANNING BOARD USE ONLY:

Notary Public _____ Sworn to before me this _____ day of _____	Notary Public _____ Sworn to before me this _____ day of _____	Notary Public _____ Sworn to before me this _____ day of _____
Signature of Landowner (if different from applicant) _____	Signature of Landowner (if different from applicant) _____	Signature of Landowner (if different from applicant) _____

The undersigned landowner hereby authorizes the lot line adjustment application:

 Notary Public

