

Town of Grantham Application for Annexation

PROPERTY OWNER (APPLICANT):	
NAME:	TEL.#:
MAILING ADDRESS:	
CO-APPLICANT, AGENT, OR LESSEE:	
NAME:	TEL.#:
MAILING ADDRESS:	
SIGNATURE BLOCK:	
<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <i>PROPERTY OWNER</i>	DATE: _____

***NH RSA 674:39-a VOLUNTARY MERGER.** Any owner of 2 or more contiguous preexisting approved or subdivided lots or parcels who wishes to merge them for municipal regulation and taxation purposes may do so by applying to the Planning Board or its designee. Except where such merger would create a violation of then-current ordinances or regulations, all such requests shall be approved, and no public hearing or notice shall be required. No new survey plat need be recorded, but a notice of the merger, sufficient to identify the relevant parcels and endorsed in writing by the Planning Board or its designee, shall be filed for recording in the Registry of Deeds, and a copy mailed to the municipality's assessing officials. No such merged parcel shall thereafter be separately transferred without subdivision approval.*

PROCEDURE

1. The property owner provides the Planning Board with an application for Annexation, a copy of the Town's Tax Map showing the removal of the property line(s), and a check made payable to the SULLIVAN COUNTY REGISTRY OF DEEDS (see attached checklist for fee schedule). The applicant is advised of the meeting date and must attend the meeting to present the application to the board.

2. The Planning Board, upon approval, forwards the notice of action and the check to the SULLIVAN COUNTY REGISTRY OF DEEDS with a request for recordation. The recorded materials are normally returned to the Planning Board within a couple of weeks.

3. Once the recorded merger is received by the Planning Board, it will be copied for our records and forwarded to the Property Owner.

DATE RECEIVED _____ FEE PAID \$ _____ FILE # _____ INITIALS _____

TOWN OF GRANTHAM CHECKLIST FOR ANNEXATION

_____ General map showing original boundaries of the adjacent parcels, including Tax Map Number and Lot Number (*this is available at the Town Office and reduction copies may be made*).

_____ Deed restriction in the body of the deed or other instrument of transfer at a future date when the property is sold stating as follows: *"The grantee(s) by virtue of acceptance of this deed agree that the premises hereby conveyed shall not be deemed or considered a separate lot of record, but shall be regarded as merged into and made an integral part of the contiguous lot of land previously owned by the grantee(s) so that the same shall hereafter be one combined single lot of record."*

_____ The Application shall be delivered to the designated agent of the Planning Board at least fifteen (15) days (*not including holidays and weekends*) prior to the regularly scheduled meeting of the Planning Board.

_____ An application fee of **\$75.00** shall be made payable to the **Town of Grantham**.

_____ A filing fee of **\$12.00** (*for the first page*), **PLUS \$4.00** for each additional page thereafter, **PLUS the cost of postage** shall be made payable to the **Sullivan County Registry of Deeds**.

_____ Signature(s) of Applicant(s) must be signed and **the entire Merger Form filled out in BLACK INK**. The name(s) must be printed below each signature. These are requirements of the Sullivan County Registry of Deeds.

IMPORTANT NOTE: On the Merger Form, the last sentence of each parcel listing where it is stated: *"This parcel is also known as Lot # _____ on Tax Map # _____ of the Town of Grantham"* - refers to the Town of Grantham Property Tax Maps. These Map and Lot numbers may be obtained by phone or in person from the Grantham Town Office. There is no charge for this.

**Town of Grantham
Merger of Abutting Lots**

The undersigned, being the owner(s) of certain lots or parcels of land situated in Grantham, in the County of Sullivan, and the State of New Hampshire, as described below, hereby apply to the Grantham Planning Board for the merger of said lots into a single lot of record, in accord with the provisions of RSA 674:39-a. It is my/our understanding that:

- A. the newly merged tract of land will be treated as a single lot or parcel for all purposes, including taxation;
- B. this merger shall bind the undersigned owner(s), and their heirs, successors and assigns, and shall be recorded forthwith in the Sullivan County Registry of Deeds; and,
- C. the said parcels of land cannot be separately sold, alienated or conveyed without a lawful subdivision as required by the statutes of New Hampshire and the ordinances of the Town of Grantham.

Description of parcels to be merged:

Parcel One is all and the same premises as were conveyed to _____, by deed dated _____, and recorded at Volume _____, Page _____ of the Sullivan County Registry of Deeds, and described as Lot _____ on the Plan entitled " _____," and recorded at Folder _____, Pocket _____, Number _____ of Plan file _____ in the Sullivan County Registry of Deeds. This parcel is also known as **Lot #** ___ ___ on **Tax Map** ___ ___ of the Town of Grantham.

Parcel Two is all and the same premises as were conveyed to _____, by deed dated _____, and recorded at Volume _____, Page _____ of the Sullivan County Registry of Deeds, and described as Lot _____ on the Plan entitled " _____," and recorded at Folder _____, Pocket _____, Number _____ of Plan file _____ in the Sullivan County Registry of Deeds. This parcel is also known as **Lot #** ___ ___ on **Tax Map** ___ ___ of the Town of Grantham.

Applicant(s) Signed: _____
 Printed Name: _____
 Signed: _____
 Printed Name: _____
 Dated: _____

The above merger is hereby approved by the Grantham Planning Board, this _____ day of _____, 20__.

Planning Board Chairman