

**FAIRLEE BOUNDARY LINE AGREEMENT APPLICATION**

P.O. Box 95, Fairlee, Vermont 05045  
802-333-4158

Tax parcel # \_\_\_\_\_

Permit # \_\_\_\_\_

Applicant/Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Application for a Boundary Line Agreement must meet the conditions of Fairlee Zoning Regulations Section 4.82**

Describe proposed boundary line agreement.

**The following must be submitted with this application:**

1. Application Form A-1.
2. Survey
3. Fee: \$100.00 + \$10.00 recording fee & \$15.00 per mylar sheet.

Signature of Owner/Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**For Office Use Only:**

Fee Paid: \_\_\_\_\_  
Date and Signature of Authorized Town Official

Date Approved: \_\_\_\_\_ Date Denied: \_\_\_\_\_ Other Action: \_\_\_\_\_

Referred to Developmental Review Board: \_\_\_\_\_ Date of Hearing: \_\_\_\_\_ Date of Decision: \_\_\_\_\_

Date Mylar Approved: \_\_\_\_\_ Date Mylar Recorded: \_\_\_\_\_

\_\_\_\_\_  
Zoning Administrator

## Section 4.82 Boundary Line Agreements

These Regulations grant the Administrative Officer the ability to conduct an administrative review, as authorized pursuant to 24 VSA §4464(c)1, and approve boundary adjustments in accordance with this Section.

**A. Applications** - An application for proposed boundary adjustments must be consistent with the following provisions:

1. The survey for a boundary adjustment cannot be recorded until it is approved and signed by the Zoning Administrator,
2. Based on the proposed boundary adjustment, if at least one of the affected lots is either less than or equal to 125% of the required minimum lot size per the Zoning Bylaws, a full boundary survey shall be provided as stipulated in Section 4.82 (3) of this ordinance. In all other instances, the survey may show only those portions of the lots where the proposed boundary adjustment is located and any existing roads, driveways, buildings, rights-of-way and easements.
3. Survey plats or plans filed under **Section 4.82** shall contain a title area, the location of the land and scale expressed in engineering units and be in a recordable format i.e. Mylar as set forth in Title 27 Chapter 24. In addition they shall include inscriptions and data required by zoning and planning boards.

### **B. Review Procedure.**

1. The Zoning Administrator may approve an application for Boundary Adjustment, if the applicant satisfies all of the following standards:
  - a. It is a minor boundary realignment that does not substantially change the nature or any conditions of any previously approved subdivisions;
  - b. It does not create any new lot;
  - c. It will not adversely impact access to any parcel; and,
  - d. It will not create a nonconforming lot(s) or structure(s).
2. The Zoning Administrator shall make a decision on the request for Boundary Line Adjustment by applying the facts presented in the application to the criteria listed above, and incorporating all into a written decision. The Administrative Officer may choose to consult informally with a DRB member or other person before making a decision on any boundary adjustment application. If any of the above standards are not clearly met to the satisfaction of the Zoning Administrator, such boundary adjustments shall be subject to approval by the DRB as a minor subdivision. Where minor subdivision approval is required, the application is exempt from the discussion phase and may proceed directly to final subdivision review. The applicant shall allow the Zoning Administrator access at reasonable times to review site conditions and assemble required information.

**C. Recording Boundary Adjustment Survey** - Upon securing approval from the Zoning Administrator, the applicant file a boundary adjustment survey in the Fairlee Land Records, signed by the Administrative Officer and in accordance with 27 V.S.A., Chapter 17 within 180 days. Adjustments granted under this provision shall expire if approved surveys are not filed and recorded within this 180 day period.