



PLANNING BOARD
TELEPHONE (603) 363-4624



TOWN OF CHESTERFIELD PLANNING BOARD

INFORMATION AND INSTRUCTIONS NOTICE OF VOLUNTARY MERGER

1. Fill out the *Notice of Voluntary Merger* form (available in the Selectmen's Office). You must include the Town's correct tax map and lot number information, as well as the book and page number information from the Cheshire County Registry of Deeds (this information is available in the Selectman's Office). If you need additional space, please attach another sheet. **Please type** this information, if at all possible, otherwise write so that it is both legible and reproducible, or the Registry will send it back. Note that blue ink is requested on this form to discern the original from reproduced copies.
2. Submit the form along with a check made payable to **CHESHIRE COUNTY REGISTRY OF DEEDS**, a copy of the deeds, and any surveys you may have for the lots being merged to the Planning Board office. Surveys are not required, but they are helpful in the review process.

Current Registry fees are \$12.00 for a one-page document plus first-class postage. There is an additional charge of \$4.00 per each additional page. Note that the Registry has strict submission criteria which include sufficient margin space to meet their standard. If the Notice of Voluntary Merger form is reproduced, the form must meet the Registry's standards.

3. The Planning Board will review the information submitted and determine if the resulting lot is in compliance with the current land use ordinances and regulations. In addition, the lots must be contiguous and under common ownership. No public hearing or notice is required for review by the Planning Board.
4. Once the request is approved and signed by the Planning Board Chairman, a copy of it will be forwarded to the assessing officials in Chesterfield and the original will be filed for recording with the Cheshire 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 a subdivision will have to comply with the zoning and subdivision regulations in effect at that time.*

If you need to contact the Chesterfield Planning Board Secretary, please call (603) 363-4624 ext. 10 or email planningandzoning@nhchesterfield.com.

NOTICE OF VOLUNTARY MERGER

(RSA 674:39-A)

**** Please Type or Use Blue Ink****

Property Owner(s) Name: _____

Address: _____

Telephone: _____

Identify the parcels affected by this merger:

Tax Map # _____ Lot # _____ Book # _____ Page # _____

Tax Map # _____ Lot # _____ Book # _____ Page # _____

Tax Map # _____ Lot # _____ Book # _____ Page # _____

Tax Map # _____ Lot # _____ Book # _____ Page # _____

This notice is to advise that parcels identified by the Town of Chesterfield and as recorded at the Cheshire County Registry of Deeds as above stated are voluntarily merged for municipal regulation and taxation purposes. These parcels may no longer be separately transferred without subdivision approval and will henceforth be known as:

Tax Map # _____ Lot # _____

I/we understand that I/we must file this original notice with the Registry of Deeds and a copy of same will be forwarded to the assessing officials of the Town of Chesterfield.

Witness:

Voluntary Merger Requested by:

Property Owner(s):

[name(s) typed/printed clearly under signatures]

Subscribed and Sworn before me this _____ day

of _____ 20____.

Notary Public/Justice of the Peace

Approved by the Chesterfield Planning Board:

Planning Board Chair

Date: _____

Consent by Mortgagees

Indicate below whether the property has a mortgage or no mortgage. If the property does have a mortgage, the mortgage company must fill out and sign below.

(Please check one)

Mortgage

☐

No Mortgage

☐

Mortgage 1:

- A. Name and address of mortgagee:
- B. Tax Map and Lot of parcel subject to mortgage:
- C. Title Reference of Mortgage: Book _____, Page _____.

By: _____

Mortgage 2:

- D. Name and address of mortgagee:
- E. Tax Map and Lot of parcel subject to mortgage:
- F. Title Reference of Mortgage: Book _____, Page _____.

By: _____