

# TOWN OF HANCOCK PLANNING BOARD

## BOUNDARY LINE ADJUSTMENT PROCEDURE

### Step 1

The Applicant shall submit the following to the Hancock Planning Board before classification is made:

1. A *completed* Boundary Line Adjustment (BLA) application
2. Sketch Plan of the lot(s) involved. The Plan should include tax map numbers, road name, and approximate acreage involved.

The Planning Board will review this information and assess the application for completeness and lot accessibility. If the information presented is satisfactory, the Board will then classify the proposal as a Boundary Line Adjustment.

### Step 2

Applicant must file the Boundary Line Adjustment with both the Delaware County Clerk and Real Property Tax Services within sixty-two (62) days of the Planning Board's endorsement.

A copy of the new deed(s) confirming the land transfer must also be sent to the Town of Hancock Planning Board within the sixty-two (62) days of the filing date.

If you have any questions about the BLA process or how to fill out the form, please contact the Town Clerk, at 637-3651.