# **SUSQUEHANNA COUNTY PLANNING COMMISSION ADD-ON ADDITION TO LANDS APPLICATION**

ADD-ON SUBDIVISION/ADDITION TO LANDS (Also known as a lot improvement subdivision or lot line adjustment) – The transfer of land to an existing contiguous parcel in order to increase the size of said contiguous parcel provided the grantor’s remaining parcel complies with the provisions of the County SALDO. ***The subdivided lot shall not be considered a new lot for purpose of fee payment.***

The undersigned, having reviewed the subdivision regulations, hereby applies for review of the attached subdivision plan and submits the required information in connection herewith:

1. Name of Subdivision: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Municipality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Location of Subdivision: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Referenced by Public Road and Nearest Landmark)

1. Owner(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Applicant (if other than owner) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Registered Engineer and/or Surveyor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Is any of this property in Clean and Green and has assessment been contacted about rollback if necessary?**

**Yes \_\_\_\_\_\_ No \_\_\_\_\_\_\_\_**

Number of Parcels: \_\_\_\_\_\_\_\_ Include remaining parent tract as Lot 1

1. Parent Tract Information
	1. Present total acreage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Public Road frontage\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. Deed Reference Book \_\_\_\_\_\_\_\_\_\_\_\_Page \_\_\_\_\_\_\_\_\_\_\_ **OR** Instrument No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. Tax Parcel No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tax Map No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. Existing improvements \_\_\_\_ House \_\_\_\_\_Mobile Home \_\_\_\_\_Barn \_\_\_\_Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. **Sewage:** \_\_\_\_\_\_\_On-site \_\_\_\_\_\_\_\_\_ Municipal **Water:** \_\_\_\_\_\_\_On-site \_\_\_\_\_\_\_\_\_ Municipal
	6. **Utility Easement:** \_\_\_\_\_ Yes \_\_\_\_\_\_\_ No **Right of Way:** \_\_\_\_\_\_\_\_Yes \_\_\_\_\_\_\_ No
	7. Proposed Easement/Right of Way: \_\_\_\_\_ Yes \_\_\_\_\_ No
2. Lot Being Added
	1. Present total acreage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Public Road frontage\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. Deed Reference Book \_\_\_\_\_\_\_\_\_\_\_\_Page \_\_\_\_\_\_\_\_\_\_\_ **OR** Instrument No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. Tax Parcel No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tax Map No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. Existing improvements \_\_\_\_ House \_\_\_\_\_Mobile Home \_\_\_\_\_Barn \_\_\_\_Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. **Sewage:** \_\_\_On-site \_\_\_\_\_\_ Municipal **Water:** \_\_\_\_\_\_\_ On-Site \_\_\_\_\_\_\_\_\_Municipal
	6. **Utility Easement**: \_\_\_\_\_ Yes \_\_\_\_\_\_\_ No **Right of Way:** \_\_\_\_\_\_\_\_Yes \_\_\_\_\_\_\_ No
	7. **Proposed Easement/Right of Way**: \_\_\_\_\_ Yes \_\_\_\_\_ No
3. Remaining Lot/Land
	1. Present total acreage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Public Road frontage\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. Deed Reference Book \_\_\_\_\_\_\_\_\_\_\_\_Page \_\_\_\_\_\_\_\_\_\_\_ **OR** Instrument No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. Tax Parcel No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tax Map No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. Existing improvements \_\_\_\_ House \_\_\_\_\_Mobile Home \_\_\_\_\_Barn \_\_\_\_Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	5. Sewage: \_\_\_On-site \_\_\_\_\_\_ Municipal Water: \_\_\_\_\_\_\_ On-Site \_\_\_\_\_\_\_\_\_Municipal
	6. Utility Easement: \_\_\_\_\_ Yes \_\_\_\_\_\_\_ No Right of Way: \_\_\_\_\_\_\_\_Yes \_\_\_\_\_\_\_ No
	7. Proposed Easement/Right of Way: \_\_\_\_\_ Yes \_\_\_\_\_ No
4. Type of Subdivision: Addition to Lands/ Lot line Adjustment
5. Existing Zoning Yes No

1. Attorney \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Application Fees: ($80) made payable to Susquehanna County. Recording cost of map ($17.00) made payable to Recorder of Deeds

***Once plan processing has started, the application fee becomes non-refundable. If at that time a map has not been recorded, the $17.00 check to the register/recorder will be returned to the applicant.***

Statement required in “Addition to Adjoining Lands” proposed (draft) deed.

“By the recording of this deed the Grantees agree and acknowledge that the lands herein conveyed, and the lands presently owned by the Grantees herein as set forth in Susquehanna County Deed Book \_\_\_\_ Page \_\_\_\_ (or) Instrument No. \_\_\_\_\_\_\_\_\_\_ shall be considered one parcel for subdivision purposes. That is to say, the parcel herein conveyed shall not be conveyed as a separate parcel from other lands of the Grantees herein without approval by the Susquehanna County Planning Commission.”

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AFFIDAVIT OF OWNERSHIP

Name of Subdivision\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Township/Borough\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax Map No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Deed Book \_\_\_\_\_\_\_\_\_\_ Page No.\_\_\_\_\_\_\_\_\_\_ **OR** Instrument No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_

COUNTY OF SUSQUEHANNA

COMMONWEALTH OF PENNSYLVANIA

The undersigned, being duly sworn according to law, depose and say (I am), (We are) the sole owner(s) of this property, in peaceful possession of it and that there are no suits pending affecting it.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Owner(s)

Witnessed before me this \_\_\_\_\_\_\_\_\_\_\_\_\_day of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 202\_\_\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 For Susquehanna County Planning Commission

 OR Notary