

What Do I Need For A Land Separation ?

A Land Separation is the Separation of Four Lots or Less within a Three Year Period

- Zoning Permit Application cover page and Land Separation attachment to be submitted to Town Office and processed through the Town Planning Board**
- Fee \$100.00**
- 1 (one) written legal description of the parcel to be separated**
- 1 (one) copy of a Mi-lar Survey prepared and sealed by a Licenced Land Surveyor**
- 3 (three) copies of a Survey prepared and sealed by a Licenced Land Survey**
- Land Separation reviewed and acted on by the Town Planning Board**
- If Separation is approved the applicant retrieves submitted documents that are signed by the Planning Board Chairman from the Town and Files with the County Clerks office the written description, mi-lar, one copy of survey**
- Applicant returns proof of the County filing and one survey with all signatures to the Town Zoning Officer.**
- Information is presented to the Town Assessor and data processed, Tax. Parcel Number is established and process is complete**

Town of Batavia

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