

**TOWN OF EATON**

**APPLICATION for a BOUNDARY LINE CHANGE**

**Fee: \$50**

**Applicants please note:**

\*Applications are due by the second Monday of the month.

\*Applicant(s) must provide a plat or map of the parcels affected by the proposed change, showing all existing buildings, the location of existing utilities or other easements or rights-of-way, of wells or septic systems. The map shall show the existing lot lines and the location of the proposed new lot line, and the existing and new setback distances to any lot lines and buildings.

\*If, at a sketch plan conference, the Planning Board determines that this lot line change involves only the relocation of a boundary line between two existing lots, or the combining of two existing lots into a single, larger lot, then, upon the making of the hereafter stated findings, the Planning Board may waive the application of these regulations and allow the applicant to prepare and present a final plat showing the redefined boundary line to the Planning Board for approval:

- a. that the lot or lots to be created are all in conformance with the zoning ordinance and subdivision requirement in regard to lot size and dimensions and road access;
- b. that no environmental or other factors are present which could restrict development on the reconfigured lot(s), or otherwise create a risk to the public health, safety or welfare.

\*Upon the making of such findings, a public hearing shall not be required, and the Planning Board may waive any requirements to provide a survey of the entire affected lands as long as the survey presented adequately defines the new boundary line and the applicant has provided sufficient information (tax maps, etc.) to allow the Board to make the above-stated findings.

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Applicant Name \_\_\_\_\_

Applicant Name \_\_\_\_\_

Date of Application \_\_\_\_\_

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**OFFICIAL USE ONLY**

Date received by Town Clerk \_\_\_\_\_

Date of Action \_\_\_\_\_

Date sent to Board members \_\_\_\_\_

Action taken \_\_\_\_\_

Date of Hearing \_\_\_\_\_

**OWNERS OF PROPERTIES CHANGING BOUNDARY LINES**

**Applicant #1**

Name: Phone

Owner Address

Property Location Address

Tax Map Parcel #

Property Total Area (in acres) after boundary line change:

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**Applicant #2**

Name: Phone

Owner Address:

Property Location Address

Tax Map Parcel #

Property Total Area (in acres) after boundary line change:

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Certification:

I have personally examined and am familiar with the information submitted in this application, including all attachments, and I believe this information to be true, accurate and complete.

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(Applicant #1 signature)

(Date)

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(Applicant #2 signature)

(Date)

617.20  
Appendix B  
Short Environmental Assessment Form

**Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO	YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO	YES
3.a. Total acreage of the site of the proposed action?		_____ acres		
b. Total acreage to be physically disturbed?		_____ acres		
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ acres		
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				



18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b> Applicant/sponsor name: _____ Date: _____ Signature: _____		

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

Two mylar copies of the final map must be submitted for the signature of the Planning Board Chairperson. (Please have 1 mylar copy sized 8 ½” by 11” for filing in the Town record.)

The owner/applicant must sign both copies of the map prior to submission to the Planning Board Chairperson for signature.

The following statement must be printed on the final copies:

This Boundary Line Change was approved by the Town of Eaton Planning Board. All Town of Eaton laws, ordinances and regulations in effect when any building upon this land is contemplated, must be complied with prior to building on this land.

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APPROVED:

Town of Eaton Planning Board Chairperson	Date
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APPROVED:

Owner	Date
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APPROVED:

Owner	Date
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After the Planning Board Chairperson has signed both maps, both copies must be picked up and taken to the County Office Building in Wampsville. One copy will be filed there. One copy (8 ½” x 11”) will receive a sticker with information concerning the filing with the County. This copy must returned to the Town of Eaton for filing at the Town Office Building.