



**Land Use Department
Town of Barrington, NH
APPLICATION FOR VOLUNTARY MERGER
PROCEDURE FOR APPLICATION
(PER RSA 674:39-a)**

Pursuant to RSA 674:39-a Voluntary_Merger, any owner of two or more lawfully established pre-existing lots) who wishes to combine them for municipal regulation, taxation, or other purposes may do so in accordance with the RSA and this policy statement.

*Please note: All applicants are encouraged to consult with the Land Use Department for confirmation that the proposed merger complies with applicable requirements prior to commencing the lot combination process. Also, unless the combination is completed (i.e. approved and recorded) by April 1, the combination will not be reflected in the tax bills until the *following* year.

Landowners seeking to combine two or more contiguous lots of land into one lot shall follow these procedures:

- 1) If there is any mortgage on any of the lots, the applicant shall give written notice to each mortgage holder at the time of the submission of the application. The written consent of each mortgage holder shall be required as a condition of approval of the merger, and shall be recorded with the approved notice of the merger. Upon recordation of the notice and each consent, the mortgage or mortgages shall be deemed by operation of law to apply to all lots involved in the merger. The municipality shall not be liable for any deficiency in the notice to mortgage holders. A copy of the original recorded documents will be mailed to the landowner.
- 2) Complete voluntary merger application form (attached).
- 3) Obtain approval of Town of Barrington Town Planner or their designee on the application form. Approval shall be automatically granted provided that the applicant has followed the procedures described herein and the proposed lot combination is in compliance with all New Hampshire statutes and Town of Barrington ordinances, regulations, and policies. (In cases where the Town Planner or designee is uncertain whether or not the application complies with these requirements or where there are particular concerns about the application it shall be referred to the Barrington Planning Board for approval.)
- 4) The Assessor's Office will make appropriate changes to tax records.
- 5) The Land Use Department will ensure that the appropriate changes to the tax maps will occur.



**Land Use Department
Town of Barrington, NH
APPLICATION FOR VOLUNTARY
MERGER APPLICATION
(PER RSA 674:39-a)**

☐ **1. Owner(s) Name** _____

Address _____

Telephone Number _____ **Email** _____

☐ **2. Property Address of Lots to be Merged** _____

☐ **3. Zoning District (Include Overlay District if Applicable)** _____

☐ **4. Provide Map & Lot Numbers and Deed Book & Page Numbers of Parcels to be Merged:**

Map and Lot _____ **Deed Book and Page Number** _____

Mortgage Holder _____ **Address** _____

Consent Received _____ **Yes** _____ **No** _____

Map and Lot _____ **Deed Book and Page Number** _____

Mortgage Holder _____ **Address** _____

Consent Received _____ **Yes** _____ **No** _____

Map and Lot _____ **Deed Book and Page Number** _____

Mortgage Holder _____ **Address** _____

Consent Received _____ **Yes** _____ **No** _____

Map and Lot _____ **Deed Book and Page Number** _____

Mortgage Holder _____ **Address** _____

Consent Received _____ **Yes** _____ **No** _____

☐ **5. New Map and Lot Number After Merger:** _____

☐ **6. Purpose of Merger:** _____

- ☐ I (We) understand that no such merged parcels shall thereafter be separately transferred without subdivision approval.
- ☐ I (We) understand that the Town will file a copy of this notice, including the written consent of each mortgage holder with the Strafford County Registry of Deeds; 259 County Farm Road; Dover, NH 03820.
- ☐ I (We) understand that a copy of the same shall be forwarded to the Assessor's Office; P.O. Box 660; 4 Signature Dr.; Barrington, NH 03825.

| | | |
|-----------------------------|--------------|------|
| Signature of Property Owner | Printed Name | Date |
|-----------------------------|--------------|------|

| | | |
|-----------------------------|--------------|------|
| Signature of Property Owner | Printed Name | Date |
|-----------------------------|--------------|------|

Date Received _____

Date of Review _____

This application is approved when the signature of the Town of Barrington Town Planner or designee appears below. Reviewed by Town Planner for the Barrington Planning Board.

| | | |
|--------------------------|--------------|------|
| Town Planner or Designee | Printed Name | Date |
|--------------------------|--------------|------|

PLEASE PROVIDE THE FOLLOWING DOCUMENTS TO THE TOWN OF BARRINGTON LAND USE DEPARTMENT:

- ☐ **7. Written Verification of Payment of Taxes by Town of Barrington Tax Collector**
- ☐ **8. Written Consent of Each Mortgage Holder Form**
- ☐ **9. Copies of All Recorded Parcel Deeds**
- ☐ **10. Parcel Data Map**

(Link found here: <https://www.barrington.nh.gov/assessing-office/pages/mapping-assessing-cards-gis>)

***NOTICE TO ALL PARTIES*: This approved application *once recorded* serves to combine the lots described herein into one single lot. All lot lines located at the juncture(s) of the formerly separate lots are thereby abandoned. The formerly separate lots cannot be sold individually and will be considered one lot under the Town of Barrington's ordinances, and any future subdivision of the newly combined lot must be in accordance with the Town of Barrington Subdivision Regulations.**



Planning & Land Use Department
Town of Barrington
PO Box 660
4 Signature Drive
Barrington, NH 03825
Office 603.664.0195

| Owner Signature | Date | Owner Signature | Date |
|-----------------|------|-----------------|------|
|-----------------|------|-----------------|------|

MORTGAGE HOLDER CONSENT FORM ACKNOWLEDGEMENT:

By signing below, the Mortgage Representative acknowledges they have received notification of the Application of Voluntary Merger from the owner(s) of the property.

| Mortgage Representative Signature | Title | Date |
|-----------------------------------|-------|------|
|-----------------------------------|-------|------|

| Print Name | Telephone # |
|------------|-------------|
|------------|-------------|

| Mailing Address |
|-----------------|
|-----------------|

N.H. Rev. Stat. § 674:39-a

Section 674:39-a - Voluntary Merger

I. Any owner of 2 or more contiguous preexisting approved or subdivided lots or parcels who wishes to merge them for municipal regulation and taxation purposes may do so by applying to the planning board or its designee. Except as set forth in paragraphs II and III, all such requests shall be approved, and no public hearing or notice shall be required. No new survey plat need be recorded, but a notice of the merger, sufficient to identify the relevant parcels and endorsed in writing by the planning board or its designee, shall be filed for recording in the registry of deeds, and a copy mailed to the municipality's assessing officials. No such merged parcel shall thereafter be separately transferred without subdivision approval. No city, town, county, or village district may merge preexisting subdivided lots or parcels except upon the consent of the owner.

II. If there is any mortgage on any of the lots, the applicant shall give written notice to each mortgage holder at the time of the submission of the application. The written consent of each mortgage holder shall be required as a condition of approval of the merger, and shall be recorded with the notice of the merger pursuant to paragraph I. Upon recordation of the notice and each consent, the mortgage or mortgages shall be deemed by operation of law to apply to all lots involved in the merger. The municipality shall not be liable for any deficiency in the notice to mortgage holders.

III. No merger shall be approved that would create a violation of then-current ordinances or regulations.

RSA 674:39-a

Amended by 2016, 327:1, eff. 8/23/2016.

1995, 291:9. 2010, 345:1, eff. Sept. 18, 2010. 2016, 327:1, eff. Aug. 23, 2016.