



# TOWN OF GILFORD

*Recreation Center of New Hampshire*

DEPARTMENT OF PLANNING & LAND USE

## Attention Lot Unmerger Candidates

With the passage of Article 8 on the 2010 Town Warrant, all lots that were once merged by the requirements of the Zoning Ordinance (aka “involuntarily merged”) or of any similar Town policy that may have once existed, are now eligible to be unmerged. Given the uncertainty of who or what lots this affects, and the fact that some property owners may not want to be subject to the effects of this amendment, the Town has adopted the following policy for dealing with lot unmergers:

1. Until a property owner comes to the Town to seek out the status of his/her lot, the Town will take no action.
2. If a property owner inquires about his/her lot, Town staff will review the history and look for evidence that multiple lots once existed, that the lots appear to have been merged by the Town under the former provisions of Section 9.1.1 of the Gilford zoning ordinance, and that there was never any official merger document recorded for the property at the Belknap County Registry of Deeds.
3. The Director of Planning and Land Use will review each situation and if he finds that the criteria are met, he will make a determination that the lot qualifies as an unmerged lot/lots and he will provide written notice to the Assessing office and the property owner.
4. Upon receiving written notification of a lot qualifying as an unmerged lot, the Assessing office will adjust their records accordingly and provide a tax map correction notice to the company that maintains the Town’s tax maps.
5. The tax maps will be updated annually to reflect the unmergers that have been verified through the year.
6. If it determined that a lot is not eligible for unmerger, the property owner shall be notified in writing of that decision. Any such decision may be appealed to the Zoning Board of Adjustment within thirty (30) days of issuance of the decision.

Property owners should provide a written inquiry, a copy of their deed, and any other evidence that would help prove that their property qualifies. They should also provide contact information so the Town can follow up on their inquiry.

If you have questions, you may contact John Ayer, Director of Planning and Land Use, at (603) 527-4727, or at the Department of Planning and Land Use in the Gilford Town Hall, 47 Cherry Valley Road, Gilford, NH 03249.