

CITY OF LEBANON PROCEDURE TO RECORD MYLARS

In order to finalize the approval by the Lebanon Planning Board of your application for a Subdivision/Boundary Line Adjustment, you must submit the following to the Planning Office:

- 1.) Two mylar copies of the planning Board approved plan; and
- 2.) A money order, business check, or certified bank check, made payable to the Grafton County Registry of Deeds in the amount applicable to the mylar and notice of action size. **(NO cash or personal check)**
- 3.) A money order, business check, or certified bank check, made payable to the Grafton County Registry of Deeds in the amount \$25.00 FOR THE STATE LCHIP FEE, NEEDS TO BE A SEPARATE CHECK.

- ➔ 22x34- \$26.00 per mylar sheet (all pages must have the same plan#)
(\$24.00 for second page if mylar is 2 pages)
- ➔ 17x22- \$16.00 per mylar sheet (all pages must have the same plan#)
- ➔ For recording the NOA -\$12.00 for the 1st page and then \$4.00 for every page after.
- ➔ STATE LCHIP fee \$25.00 surcharge fee due on each plan set
(THIS NEEDS TO BE PAID WITH A SEPARATE CHECK)
- ➔ Postage for GCRD to mail back NOA-see price sheet on reverse side

And they can record the plan and the NOA at separate times they DO NOT have to be done together.

Once the mylars and fees have been received by the Planning Office and all conditions of approval (if any) have been met, the mylar will be signed by the chair of the planning Board and sent for recording.

Please be sure to verify your fees are correct, Grafton County does not issue refunds.

If you have any questions regarding the recording of your mylar please call Grafton County Registry of Deeds 787-6921. All other questions should be directed to the Planning Office at 448-1457.

Grafton County Registry of Deeds
3855 Dartmouth College Highway Box 4
North Haverhill, NH 03774
603-787-6921

Effective January 22, 2023 the following postage rates will apply for return postage:

1-3 pages-\$.63

4-6 pages \$.87

7-10 pages \$1.50

11-14 pages \$1.74

15- 17pages \$1.98

18-26 pages \$ 2.22

27-32 pages \$ 2.46

33-38 pages \$ 2.70

39-44 pages \$ 2.94

45-50 pages \$3.18

51-56 pages \$3.42

57-62 pages \$ 3.66

63-68 pages \$3.90

69-74 pages \$4.14

75+ must be weighted as a parcel