

Recording of Plans

Upon receiving final approval from the Planning Board, your sub-division must be recorded in the land evidence records in the Town Clerk's Office. You will be required to submit to the Clerk the following:

- One Copy of the final plan on Mylar
- Deed(s) for lots created within sub-division
- Six paper copies of the plan
- Deed Recording Fee - \$84.00 first page; plus a \$1.00 each additional
- Plan Recording Fee - \$49.00 – single page
Multi-paged plans additional pages - \$1.00 – each

** Survey's not changing the size or shape of a lot do not require additional deed recording.

Any further questions relating to recording can be directed to the Town Clerk's Office staff at 635-4400