

[FOR OFFICE USE ONLY]		
FEE:	FILE NUMBER:	
CHECKED BY:	DATE:	

## **RESUBDIVISION**

## **Minor Transfers of Land and Lot Combinations**

BUREAU OF PLANNING AND ZONING CITY HALL, 30 CHURCH STREET, ROOM 125-B ROCHESTER, NEW YORK 14614 (585) 428-7043

## **INSTRUCTIONS TO APPLICANT**

APPLICATIONS MAY BE SUBMITTED IN THE PERMIT OFFICE, ROOM 121B, MONDAY-FRIDAY BETWEEN 9:00 AM AND 4:00 PM TO THE ON DUTY ZONING REPRESENTATIVE.

FRIDA	Y BETWEEN 9:00 AM AND 4:00 PM TO T	THE ON DUTY ZO	ONING REPRESENTATIVE.		
Office Use	APPLICATION REQUIREMENTS and INSTRUCTIONS:				
	<ol> <li>Two (2) copies of this completed application.</li> <li>Obtain two (2) copies a Tax Map showing all of the parcels involved from Maps &amp; Survey, City Hall, Room 225B. They will assist you in preparing this application and the required map.</li> </ol>				
	<ol> <li>Two (2) sets of City Tax Certificates for each of the parcels showing that the taxes are paid in full for the current tax season. City Treasurer, City Hall, Room 100A.</li> <li>Two (2) sets of County Tax Certificates for each of the parcels showing that the taxes are paid in full for the current tax season. County Treasurer, County Office Building, 39 W. Main Street, Room B-2.</li> </ol>				
	5. Fee: \$50.00.				
1. APPLICANT: COMPANY NAME:					
AD	ODRESS:	CITY:	<b>ZIP CODE:</b>		
PH	IONE:	FAX:			
<b>E</b> -I	-MAIL ADDRESS:				
	TEREST IN PROPERTY: Owner				
ADDRESS:					
PHONE: FAX:					
E-I	MAIL ADDRESS:				
3. PROPERTY ADDRESS(ES)		CITY TAX A	CITY TAX ACCT. NO.		

4.	The parcel(s) is/are presently held by the owner under deed(s) recorded in the Monroe County Clerk's Office as follows:					
	Date:	Liber:	Page:			
	Date:	Liber:	Page:			
5.	ZONING DISTRICT (SEE ZONING MAP)					
6. ARE THERE BUILDINGS OR IMPROVEMENTS ON THE PARCEL(S)? YES NO						
	F BUILDING (single family, garage, etc.)					
tha	•		s application is complete and accurate, and accordance with the conditions and terms of			
SIGNATURE:			DATE:			
	VNER (if other than above): l I do hereby consent to its sub		l myself with the content of this application			
SIC	GNATURE:	1	DATE:			
SAMPLE MAP						

