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### *How to create your abutters list:*

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From the [Town of New Ipswich](#) home page, go to Assessment Data Review, and follow the prompts to find your property. Make note of the 18 digit Parcel number. The first 6 digits are your Map number, the next 6 digits are your lot number, and the last 6 digits are your subdivision number.

Using the first 6 digit map number, go back to the home page and select [Maps](#) from the Citizens Action Center located in middle of the page. Open the tax map that corresponds to your property

Record which properties abut yours, including properties across the street. All properties must be listed even if it's only a small portion. Missing any can lead to the process being repeated at your cost to re-notify.

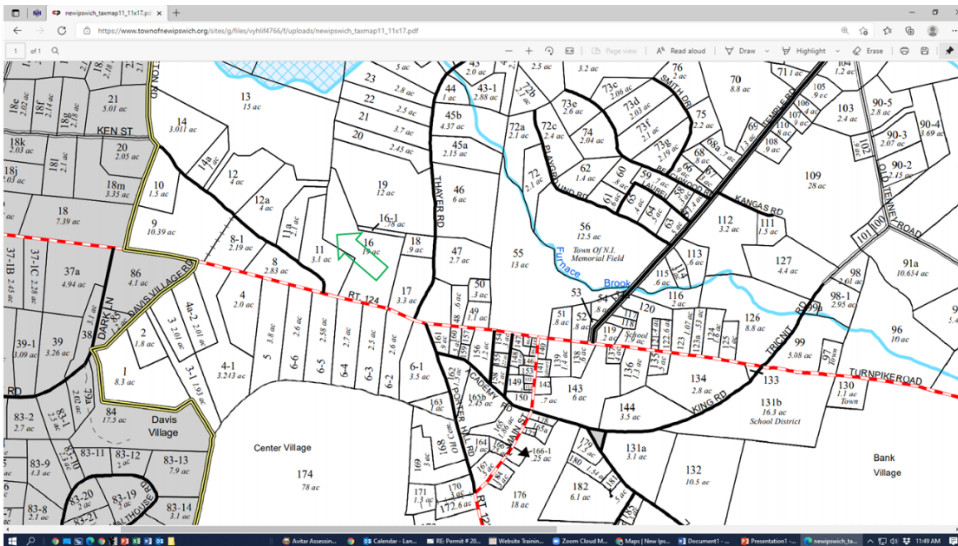
Go back to the home page and select Assessment Data Review Online. This brings you to the list of all New Ipswich properties.

Using the Map/Lot numbers, you will create the 18 digit parcel number to search on. First 6 digits is the map number, the next 6 is the lot number, and the last six are the lot subdivision. Record the Parcel ID, Owner(s) and the Address.

The list you create is your abutter list, include an electronic copy of this along with an electronic copy of the map(s) you worked off of when you submit your application.

## Examples:

From the Town of New Ipswich home page, go to Assessment Data Review, and follow the prompts to find your property. Make note of the Parcel number. The first 6 digits are your Map number, the next 6 digits are your lot number, the last 6 digits are your subdivision number.



New Ipswich Town office is noted by the green arrow on the map.

Properties adjacent should be listed (make sure to include the map # as well as the lot and subdivision especially if adjacent lot is on another map) Example Lots 11, 11a, 12a, 13, 19, 16-1, 18, 17

Properties across the street need to be listed as well. Example lots 6-5, 6-4, 6-3, 6-2, 6-5

Reminder, write the whole parcel number so we know it's not a property on an adjoining map. (you don't need to put all the extra 0's if you put in the map#/lot# format, example 11/6-5 or 11/19 )

Searches ▾ Info ▾

Quick Search

Parcel ID

Number of records found: 1

[TOWN OF NEW IPSWICH](#)  
000011 000016 000000  
19.020 acres w/ building  
at 661 TURNPIKE ROAD

New Ipswich , NH

Card 1 of 3 ▾

Parcel ID: 000011 000016 000000

Owner: TOWN OF NEW IPSWICH

Address: 661 TURNPIKE ROAD  
NEW IPSWICH, NH 03071

Location: 661 TURNPIKE ROAD

Acres: 19.020

General

Land

Building

Sketch

Photo

Features

Sales

Permits

Valuation

Building Value:

Features:

\$282,400

\$0

Listing History

List Date

Lister

01/01/2010

MAN

Using the full 18 digit parcel number, search on each of the abutters (the example is for Town Office 000011000016000000)  
Everything you need to record is right there in blue. Do not use the location address, we need the mailing address.