

TOWN OF PLATTSBURGH
APPLICATION FOR SUBDIVISION

This Application is made to the Town of Plattsburgh Planning Board for subdivision approval as per Article IV of the Town Subdivision Regulations.

Applicant: Name: _____ Title: _____

Signature: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Cell Phone: _____ E-Mail: _____

Consultant: Name: _____ Title: _____

Address: _____

City, State, Zip: _____

Telephone: _____ Cell Phone: _____ E-Mail: _____

Owner: Name: _____ Title: _____

If other than Applicant

Address: _____

City, State, Zip: _____

Telephone: _____ Cell Phone: _____ E-Mail: _____

Project Location and/or Address: _____

Tax map ID number(s): _____

Zoning District(s): _____

Character of Surrounding Area and Adjacent Uses: _____

Project Description: _____

Project Requires Area or Use Variance Yes No Explain: _____

Proposed Use/ Number of Lots: Single Family Residential _____ Multi-Family Residential _____
Commercial _____ Industrial _____ Other _____

Average Size of Parcel (ft): Width _____ Depth _____ Acres _____ Road Frontage _____

Proposed Number of Dwelling Units: _____

Total Project Area (acres): _____

Water and Sewage Service: Public Water Yes No Public Sewer Yes No

Project Will Be Phased: Yes No Describe Phasing: _____

Service Districts: Water _____ Sewer _____
Fire _____ Lighting _____ Ambulance _____

Additional Project Information: _____

Sketch Plan Submittal Shall Contain The Following Items:

- A. Rough sketch showing the location and dimensions of principal and accessory structures, existing and proposed vegetation, and where applicable, measures and features to indicate flood hazard and wet land areas;
- B. An area map showing the parcel under consideration for subdivision review and all properties, subdivisions, streets, right-of-way, easements and other pertinent features within 200 feet of the boundaries of the parcel, and;
- C. A topographic or contour map of adequate scale and detail to show subdivision topography.

Subdivision Fees: Due at the time of each plan submittal. Please refer to the attached fee schedule and contact the Town Planning Department if further interpretation of the fee schedule is necessary.

Sketch Plan: Lot, Plot, Parcel, Unit(s)* _____ X \$60.00 = _____

Detailed Preliminary Plan: Lot, Plot, Parcel, Unit(s)** _____ X \$150.00 = _____

Recreation fees: \$250 Per New Lot, Plot, Parcel or Dwelling Unit _____ X \$250.00 = _____

* includes remaining land parcel

** does not include remaining land parcel

Application Checklist:

- | | |
|--|--|
| <input type="checkbox"/> Completed Application | <input type="checkbox"/> Completed and Notarized Affidavit |
| <input type="checkbox"/> Completed Short/Long SEQRA EAF Part I | <input type="checkbox"/> Applicable Fees |
| <input type="checkbox"/> Full Size Plans 5-sets (24"x36") | <input type="checkbox"/> 3% Construction Cost Worksheet |
| <input type="checkbox"/> Reduced Plans 1-set (11"X17") | <input type="checkbox"/> W9 & Escrow Agreement Form |

AFFIDAVIT

TO BE COMPLETED BY OWNER OF TITLE FOLLOWING PROPERTY:

"Property Address": _____

Town of Plattsburgh, Clinton County, New York

Tax Map Parcel(s): _____ Zoning District(s): _____

Application: **circle one** Subdivision -- Site Plan -- Special Use Permit -- Use Variance -- Area Variance

State of New York, County of Clinton:

That _____, the undersigned, being duly sworn deposes and says:

1. That he/she resides at _____ in the County of _____ and the State of _____. That **he/she/ (it)** is the Owner of the within "Property Address" as described hereinabove and referenced in the foregoing application for **Subdivision / Site Plan / Special Use Permit / Use Variance / Area Variance** approval(s) and that the statements contained therein are true to the best of his/her knowledge and belief.

2. That we hereby authorize _____ to act as our representative in all matters regarding the application that may come before the Town of Plattsburgh **Planning / Zoning Board**.

3. That **he/she** has the legal right to make or authorize the making of said application.

4. That **he/she** understands that the Town of Plattsburgh **Planning / Zoning Board** intends to rely on the foregoing representation in making a determination to issue the requested applications and approvals and that under penalty of perjury he/she declares that he/she has examined this affidavit and that it is true and correct.

5. In the matter of pending application before the Town **Planning / Zoning Board** for a _____, the owner swears that the proposed use will be constructed and operated in accordance with the standards and qualifications hereinafter set forth in the Zoning Code of the Town of Plattsburgh; except as set forth in the pending _____ variance application.

6. The undersigned, owner of the subject premises, further certify that the proposed use is not restricted or otherwise prohibited by or from covenants, agreements or other restrictions running with the subject lands. _____ (initial)

7. That **he/she** understands that the approval or disapproval of this **subdivision / site plan/ special use permit** by the Planning Board does not constitute express or implied support for any required expansion of any special (highway, sewer, water, fire or other) district.

Owner

Owner

Sworn to before me this _____ day of _____, 20_____

Notary Public

Revised:
1/4/2016