

TOWN OF NEWSTEAD - SUBDIVISION APPLICATION

#MAJOR-SUB-_____

#MINOR-SUB-_____

Major Subdivision – “Any subdivision not classified as a minor subdivision”. Submittal checklist attached.

NOTE: If your major subdivision application includes five or more lots that are less than five acres per lot, you must have Erie County Health Dept. approval prior to this application.

Minor Subdivision – “Subdivision of land of not more than four (4) lots within a period of five (5) years, provided that such subdivision does not involve a planned development, any new street or the extension of a utility or other municipal facility”. Submittal checklist attached.

Preapplication Conference – Allows applicant an initial meeting with the Planning Board affording them the opportunity to present their proposal informally. Submit eight (12) copies of a preliminary subdivision plat indicating the proposed layout of the development and related information. No payment is due at this time. Note that payment is due when submitting formal application deadline when making formal application

Applicant Information

Name: _____

Address: _____

Phone No: _____

Property Information

Location: _____

SBL # _____ Zoning District: _____

Total existing frontage: _____ Total existing property area: _____

Number of sublots proposed _____

Current use of site: _____

Proposed use of site: _____

Answer the following questions:

- | | | |
|--|---|---|
| 1. Is the property located within a floodplain? | Y | N |
| 2. Do you know of any nearby hazardous waste sites? | Y | N |
| 3. Is this property located within a State designated agricultural district? | Y | N |
| If yes, is property benefiting from an agricultural exemption? | Y | N |
| 4. Is there public water available to the site? | Y | N |
| If yes, what Water District? _____ | | |
| 5. Do you understand our Lateral Restriction Policy for public water? | Y | N |
| 6. Are there any State or Federal wetlands on the property? | Y | N |
| 7. Is there any land under water? | Y | N |

8. Are there any natural land features (i.e. steep slopes, wet soils, stream corridors, large stands of woodlands) which may impact development? Y N

Describe

9. Are there any easements or rights-of-way on the property? Y N

10. Has the property been subdivided within the past five years? Y N
(If yes, how many times?_____)

Attach any additional information required to expound on any "yes" answer.

11. Names of Adjacent Property Owners (including across the street):

North_____ South_____
East_____ West_____

12. Payment of fee:

Minor: Application Fee = \$ 100
Engineering Fee = \$ 225
Greenspace Fee \$750 x # lots_____ = \$_____
Total Amount Due \$ _____

Major: Application Fee = \$ 250
Greenspace Fee \$750 x # lots_____ = \$_____
Engineering Fee (\$500 minimum) = \$_____
Total Amount Due \$ _____

Amount Paid \$ _____
Check # _____
Date: _____

Signature of Owner: _____ Date: _____

**TOWN OF NEWSTEAD
SUBDIVISION REQUIREMENTS PER CHAPTER 79 – SUBDIVISION OF LAND**

APPLICANT CHECKLIST: Twelve (12) copies of the following information should be included in the materials required for subdivision, unless waived in writing from the Town. Failure to provide all required information may prolong the approval process.

	SUBMITTED YES/NO	APPLICANT'S COMMENTS
SUBMITTAL REQUIREMENTS (sizes no larger than 11" x 17")		
1. Survey of all proposed lots stamped and signed by a licensed surveyor, and a written legal description of the property.	_____	_____
2. Storm drainage calculations by a person licensed to design storm drainage systems.	_____	_____
3. SEQRA long form EAF (Part I)	_____	_____
4. Proof of taxes paid to date	_____	_____
5. Drawing (s) <u>to scale</u> (min. 1" = 50') which includes the following elements:		
A. All existing structures, physical features within 200' of subdivision boundary.	_____	_____
B. Title of drawing, including name and address of applicant and person who prepared the drawing.	_____	_____
C. North Point, scale and date.	_____	_____
D. Site location map (USGS, tax map, etc.)	_____	_____
E. Zoning location map	_____	_____
F. List zoning requirements in tabular format of existing, required, proposed. (site data block – see attachment)	_____	_____
G. Variances or waivers, existing or requested	_____	_____
H. Lines of existing and proposed streets & sidewalks immediately adjoining and within the proposed streets. Show curb cuts on existing properties.	_____	_____

**SUBMITTED
YES/NO**

**APPLICANT'S
COMMENTS**

I. Layout, number and dimensions of lots, including lot area in square feet per lot.

J. Septic, driveways, proposed structures with setbacks plotted.

K. Location and proposed development of all open spaces including parks, playgrounds and open areas, including all common areas. Provide greenspace calculations in site data block (attachment) .

L. Proposed easements or areas to be offered for dedication

M. Existing and proposed watercourses and direction of flow. State/Federal wetlands, floodways, 100 yr. flood plain

6. Grading plan showing existing and finished grades and proposed methods of handling storm runoff. Spot elevations and grade lines, detention areas and outfalls should be shown.

7. Utility plan and details (as required) illustrating the proposed layout, extension and routing of all on-site utilities, including points of tie-in. The location(s) of existing and proposed fire hydrants should also be shown.

8. Approval from County or State agencies. Where a County or State permit is required for a tie-in to an existing highway, public water or storm drainage system, applicant must furnish letter(s) from the appropriate County or State agency indicating their approval of the proposed project

9. Preliminary design of any bridges or culvert systems

10. Paving details, including typical road cross-sections. Proposed grades of roads

11. Draft deed restrictions, covenants and provisions for Home Associations and common ownership.

**SUBMITTED
YES/NO**

**APPLICANT'S
COMMENTS**

12. Information concerning wetlands (delineation reports, nonjurisdictional letter, soils, map, etc.)
Provide letter from NYS DEC describing any requirements or restrictions.

13. Agricultural Data Statement

SITE DATA BLOCK

APPLICANTS ARE ADVISED TO INCLUDE THE FOLLOWING ITEMS IN A SITE DATA BLOCK DIRECTLY ON THE PROPOSED SUBDIVISION PLAT.

	REQUIRED	EXISTING	PROPOSED
MINIMUM LOT SIZE	_____	_____	_____
NUMBER OF LOTS	_____	_____	_____
ZONING	_____	_____	_____
PARKING SPACES (Where Applicable)	_____	_____	_____
GREENSPACE (%)	_____	_____	_____

Distributed to: Building Dept.
 Planning Board
 Town Engineer