

Village of Penn Yan

Application for Major Subdivision Review

Planning Board meetings are held on the first Monday of the month at 6:00 p.m. in the Village Hall, 111 Elm Street. The application submission deadline is the 1st Thursday of the previous month.

The application fee is \$500. All legal and engineering costs incurred by the Village of Penn Yan will be billed to the applicant. The fee and costs apply to all applications.

All subdivisions will require a surety bond to cover infrastructure improvements in the event the project is not completed.

Include with this application a completed Full Environmental Assessment Form.

See Village Code 176. Subdivision of Land

Project Name: _____

Project Address: _____

Applicant Name: _____

Email Address: _____

Date Received: _____ Fee Paid _____

Village of Penn Yan

Application for Major Subdivision Review

Proposed Subdivision

Please type or clearly print

Address: _____ Tax Map ID _____

Zoned: _____ Historic District: ____ Yes ____ No

Applicant

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Property Owner

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Supply proof of consent from property owner for this proposed project.

Engineer

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Subdivision Detail

Type of subdivision: ____ Residential ____ Commercial

Total acreage of land to be subdivided: _____

Easements: ____ Yes ____ No If yes, briefly describe _____

Deed Restrictions: ____ Yes ____ No If yes, briefly describe _____

Will the subdivision be developed in phases? ____ Yes ____ No If yes, how many? _____

Are there any water or sewer mains and associated fixtures to be dedicated to the Village? ____ Yes ____ No

Are there any streets to be dedicated to the Village in your plan? ____ Yes ____ No

If yes, please refer to Penn Yan Design & Construction Standards Handbook for Land Development.

Applicant Signature: _____ Date: _____

Major Subdivision Map Requirement Checklist

All items from the checklist below are required at the time an application for a Major subdivision review is submitted.

- ☐ 9 copies of map and attachments (Map Scale (1" = 100' Not more than 34" x 44" in size) AND one (1) pdf, if available.
- ☐ Name, Date and address of owner and subdivider.
- ☐ Name and address of Engineer.
- ☐ North arrow.
- ☐ Owners of adjacent lands.
- ☐ Field survey of boundary lines of proposed lots.
- ☐ Covenants, easements or deed restrictions affecting the proposed subdivision.
- ☐ Subdivision name or identifying title.
- ☐ Engineer's seal and signature.
- ☐ Owner's signature
- ☐ Designer's name, address and signature.
- ☐ Deed description.
- ☐ Survey map of boundaries certified by Licensed Surveyor.
- ☐ Location of property lines.
- ☐ Existing buildings.
- ☐ Water courses (show 100-year flood limitations).
- ☐ Swamps, springs, wood.
- ☐ Topographical features (contours with intervals of not more than 5' intervals).
- ☐ Existing culvert location, size, type, elevations.
- ☐ Adjacent roads, pavement, right of way.
- ☐ Water line locations.
- ☐ Sanitary Sewer locations, size, type and elevation.
- ☐ Tracing overlay of soils and their classifications.
- ☐ Description and outline of existing trees and vegetation.
- ☐ Distance to the nearest major road or street intersection.
- ☐ Approximate lines of proposed streets.
- ☐ Names of proposed streets.
- ☐ Cross section of proposed streets.
- ☐ Profiles of proposed streets showing finish grades and existing grades.
- ☐ Grading plan of site.
- ☐ Locations and size of cuts and fills.
- ☐ Cross sections of final grading steeper than (3) horizontal to (1) vertical.
- ☐ Approximate lines of proposed lots.
- ☐ Acreage or square footage of each lot.
- ☐ Individual lots numbered.
- ☐ Approximate lines of utilities underground (electric, gas, telephone, etc.)
- ☐ Approximate lines and purpose of proposed easements.
- ☐ Approximate location and dimensions of areas proposed for parks, playgrounds and open space.
- ☐ Location of any municipal boundary lines.
- ☐ Special district lines within the tract.
- ☐ Existing zoning.
- ☐ Zoning district lines within the tract.
- ☐ Data relative to water supply. (Design data, consumption, pressure, fire flow, hydrants, valves.
- ☐ Provide a 3" x 5" block on right side of plan for village use.
- ☐ Location of survey monuments (must be by licensed surveyor or engineer that the monuments are placed where indicated on map).
- ☐ Planting plan for street trees (show location, varieties and size).
- ☐ Development plan (show landscaping for neighborhood, park or playground).
- ☐ Certification of licensed surveyor, Engineer or Architect as to responsibility for the preparation of construction sheet.
- ☐ State Environmental Quality Review.
- ☐ Certified engineer's report on soil and ground water conditions with percolation test results and test pit information.