

Application #:	Received By:	Fees:	Submission Date:
		Date Paid:	Board Review Date:

Town of Camden, New York Subdivision Application

Complete all parts of this application form. No public hearing or actions will be scheduled until all questions have been answered or satisfactorily explained in writing. Once all information required by law is furnished, the Planning Board will review the application and take appropriate action.

1. Type of Application (check one): ☐ Simple ☐ Minor ☐ Major ☐ Other _____

2. Contact Information:

Applicant	Name:	Telephone:
	Address:	Email:
	City:	State: Zip:
Surveyor	Name:	Telephone:
	Address:	Email:
	City:	State: Zip:
Attorney	Name:	Telephone:
	Address:	Email:
	City:	State: Zip:
Property Owner	Name:	Telephone:
	Address:	Email:
	City:	State: Zip:

3. Property Information:

Proposed Subdivision Name:				Location of Subdivision:				
Tax Map Parcel	Section #:	Block #:	Lot #:	Proposed Lot Sizes	Total # of Acres:	Total # of Lots:	Average Lot Size:	# Lots (4) four acres or less:
Is proposed land within (check all that apply): ☐ 500' of a State Road ☐ 500' of any town line ☐ 500' of an Agricultural/Farm District								
Easements or other Restrictions on Property:				Location of Proposed Access to Subdivision:				
State and Federal Permits Required:				Building Types (estimated cost and size of building, if applicable):				
Anticipated Construction Time:				How many Stages to complete:				

4. Zoning Information:

Current Zoning Classification:	Current Land Use:	Surrounding Land Use:
Zoning Law Requirements:	Required	Shown on Plan
a. Lot area minimum:		
b. Lot width minimum:		
c. Front yard minimum:		
d. Side and rear yard minimum:		

5. Attachments (in accordance with Town of Camden Subdivision Law and Appendix A):

- ☐ Application Fees, as necessary
- ☐ Copies of Application
- ☐ Subdivision Plat Map(s)
- ☐ Plat Requirements Checklist completed
- ☐ Copy of Tax Map(s) which show the subdivision site
- ☐ Copies of covenants or deed restrictions that cover plat
- ☐ State Environmental Quality Review (SEQR) (long EAF unless stated)
- ☐ Other pertinent information as required

I certify that all information presented in this application is accurate to the best of my ability and I have complied with all applicable regulations of the Town of Camden Subdivision Law. The undersigned hereby requests approval by the Planning Board of the above identified subdivision plat.

Signature of applicant

Dated: _____

Note: Approval of a preliminary application of a major subdivision shall not constitute approval of the final application, but shall be a guide to the preparation of the final plat. All major subdivisions shall require final application approval by the planning board. If the final application is not submitted for approval within six months of preliminary application approval, the planning board may revoke the preliminary application approval.

FOR PLANNING BOARD USE ONLY

DATE	
	1. Date of determination by the Planning Board that the Application for Preliminary Plat Approval of Subdivision is complete.
	2. Date Application referred to the Oneida County Planning Board (if applicable)
	3. Date Application referred to Zoning Board of Appeals for variance (if applicable)
	4. Date notice of public hearing published in the official newspaper of the town
	5. Date of public hearing
	6. Date of action by Planning Board on: Application for Preliminary Approval of Subdivision
	7. Date Application for Preliminary Approval of a Major Subdivision has been:
	a. Approved
	b. Approved with modifications
	c. Disapproved
	8. Date Applicant files Application for Final Approval of Subdivision

SIMPLE PLAT REQUIREMENTS CHECKLIST

(Use in conjunction with Subdivision Law, Appendix A)

Date: _____, _____

Plat Stage (check): ☐ **Sketch**

Subdivision Name: _____

GENERAL ITEMS (Reference: Appendix A: II: A-L):

Title and Surveyor Block

1. ___ Plat Stage
2. ___ Subdivision Name
3. ___ Legal Definition of Property
4. ___ Town Name
5. ___ County and State
6. ___ Map Prepared for
7. N/A Surveyor's Name
8. N/A Surveyor's Company
9. N/A Surveyor's Address
10. N/A Surveyor's Phone Number
11. ___ Current Date
12. ___ Scale of map
13. ___ File number
14. ___ Drawn By
15. N/A Surveyor stamp, seal, & signature
16. N/A Surveyor Certificate Statement
17. ___ Locator or Site Map (s)
18. ___ North Point/Arrow
19. ___ Scale Block
20. ___ Legend Block
21. ___ Deed Reference Block
22. ___ Notes Block
23. N/A Covenants Block
24. ___ Owner's Certification Block
25. ___ Planning Board Signature Block

Special Marking Blocks (if applicable)

26. ___ Wetlands Restrictions
27. ___ Floodplain Restrictions
28. ___ Subdivision Restrictions
29. ___ Building Restrictions
30. ___ Water Supply/Sanitation Certification
31. ___ Certification of Monuments
32. ___ Town Acceptance

Boundaries (if applicable)

33. ___ Zoning Boundaries
34. ___ Municipal Boundaries
35. N/A Flood Hazard Areas
36. N/A Wetlands
37. ___ Property Boundaries
38. N/A Easements
39. N/A Rights-of-Ways

Miscellaneous (if applicable)

40. ___ Name of all subdivisions
41. ___ Name of adjacent owners of record
42. N/A Lot lines
43. N/A Bearings
44. N/A Distances
45. N/A Corners
46. N/A Monuments
47. ___ Area of each lot
48. N/A Contoured intervals
49. N/A Width & location of streets/roads
50. N/A Open spaces or public use
51. N/A Location of facilities/power lines
52. ___ Buildings
53. ___ Water courses
54. ___ Wells
55. ___ Septic Systems/sewer lines
56. N/A Storm Drainage or culverts
57. N/A Cross-sections, plains, drains

Other

58. ___ Reference appropriate Tax Map(s)
59. ___
60. ___
61. ___
62. ___