TOWN OF NEWSTEAD - SUBDIVISION APPLICATION

MAJOR SUB#_____
office use

MINOR SUB#_____
office use

- Approval is required when creating a new lot and it must meet zoning code.
- Legal building lot is 45,000 sq. ft. Minimum 150' of road frontage.
- If your application includes lots that are 5 acres or less, you must obtain Erie County Health Dept. approval prior to this application.

Minor Subdivision-split parcel into maximum 4 lots (original + 3 new) within a 5 year period.

Major Subdivision-split parcel into 5 or more lots (original lot + 4 or more lots)

After submitting a complete minor subdivision application, it will be sent to Town Engineer for drainage review. Planning Board will review at Pre-Application conference. At the next Planning Board meeting, a public hearing may or may not be held for which a legal notice will be published in The Akron Bugle, with property owners within 500' notified in writing. Within 30 days of Planning Board approval, applicant must file subdivision plat with Erie County Clerk's office.

Applicant Information:

Name:_____

Mailing Address:_____

Phone No:_____

Property Information:

Location:_____ SBL #_____ Zoning District:_____

Existing road frontage:_____feet Existing lot size:_____acres # of new lots you are creating?_____

Current use of site: _____ Proposed use of site:_____

Answer the following questions:

1. How many times has the property been subdivided within the past five years? _____
2. Are there any hazardous waste sites within one mile? Yes No
3. Are there any State or Federal wetlands on the property? Yes No
4. Is the property located within a floodplain? Yes No

5. Are there any steep slopes, wet soils, streams, woodlands which may impact development? Yes No

_____
please describe

6. Is this property located within a State designated agricultural district? Yes No

7. Is property benefiting from an agricultural exemption? Yes No

A monetary penalty must be enforced on parcels where the owner benefitted from an Ag exemption when they wish to develop those same lands. A new soil survey will be required for remaining Ag acreage. See Assessor for details.

8. Is there public water available to the site? Yes No

9. Do you understand our Lateral Restriction Policy for public water? Yes No

10. Are there any easements or rights-of-way on the property? Yes No

11. Identify adjacent property owners (including across the road):

North_____ South_____

East_____ West_____

Payment of fee:

Minor:	Application Fee	= $ 200
	Town Engineer Review	= $ 225
	Greenspace Fee $750 x # lots_____	= $_____
	Total Amount Due	**$_____**

Major:	Application Fee	= $ 350
	Town Engineer Review (minimum)	= $ 500* additional review fee may be warranted.
	Greenspace Fee $750 x # lots_____	= $_____
	Total Amount Due	**$_____**

Amount Paid $_____

Check #_____

Date:_____

Signature of Owner:_____ Date:_____

APPLICANT SUBMITTAL REQUIREMENTS:

(12) copies of the following documents (maximum 11' x 17' size) must be submitted with application. Failure to provide all required information may delay the approval process.

1. Survey/Subdivision Plat/Grading & Drainage Plan of all proposed lots stamped and signed by a licensed surveyor, and a written legal description of the property. 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. Drawing must be to scale (minimum 1" = 50') and include 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. Septic, driveways, proposed structures with setbacks plotted.

And the following elements as well, if applying for MAJOR subdivision:

F. Lines of existing and proposed streets, sidewalks and driveways.

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

H. Location and proposed development of all open spaces, parks and common areas.

I. Proposed easements or areas to be offered for dedication.

J. Existing and proposed watercourses. State/Federal wetlands, floodways, and 100 year flood plain.

2. State Environmental Quality Review form (Part I only)

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

4. Agricultural Data Statement

5. 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.

6. Property tax bills paid to date at time of application and prior to final approval (attach copies or purchase receipt from Town Clerk).

And the following elements as well, if applying for MAJOR subdivision:

7. Storm drainage calculations by a person licensed to design storm drainage systems.

8. 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.

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.