

VILLAGE OF ALTAMONT

APPLICATION FOR SUBDIVISION

RETURN TO:

Village of Altamont
PO Box 643, 115 Main Street
Altamont, NY 12009
(518) 861-8554

FEES:

Major Sub-division Application Fee \$ 1,500.00
Minor Sub-division Application Fee \$ 150.00
Fee in lieu of 10% Park/Green Space Fee
\$ 1,500.00 per lot (payable with Building Permit Application)

APPLICANT INFORMATION:

Name: _____
Address: _____

Daytime Phone: _____
Email: _____

RELATIONSHIP TO PROPERTY

- ☐ Owner
☐ Contract Vendor
☐ Other – Explain:

SUBDIVISION INFORMATION:

Name of Sub-division: _____
General Location: _____
Zoning: _____ Total Acreage: _____
Tax Map Number(s): _____

Presenter (if other than applicant):

Daytime Phone: _____
Address: _____

PROPERTY DESCRIPTION:

Generally describe any easement or other restrictions on the property: _____

Does the site contain any of the following : ☐ Stream ☐ Pond ☐ Other Body of Water ☐ Wetlands
☐ Floodplain ☐ Steep Slopes ☐ Historic/Archeological Resources

If yes, elaborate: _____

Water Source: ☐ Well ☐ Hook-up to existing Village Water ☐ Extension of Village Water District

Sewer Source: ☐ Septic ☐ Hook-up to existing Village Sewer ☐ Extension of Village Sewer District

Will there be any land dedicated to the Village for a park or open space commonly owned by a Homeowner's Association? If yes, what is the percentage and proposed ownership of the open space? _____

_____ MAJOR SUBDIVISION – 3 or more lots

_____ MINOR SUBDIVISION – ≤2 lots

CONCEPT PLAN

This application must be accompanied by 15 copies of a concept plan containing ALL INFORMATION required by the Village of Altamont Subdivision Regulations and a check payable to the Village of Altamont in the amount required by the above application fee.

APPLICATION FOR SUBDIVISION PAGE 2

Please note: The applicant/owner is responsible for payment of engineering fees for services deemed necessary by the Village of Altamont Planning Board.

Has applicant satisfied NYS Storm Water Management Requirements? _____

Within 60 day after final approval and endorsement of the subdivision plat, the applicant must file the plat for recording with the County Clerk. If not recorded within such time period, final approval of the plat shall expire and become null and void. To complete the Village process, the Village shall receive two copies of the said file plat.

AGREEMENT

The applicant hereby certifies that he/she is the owner of record for the above listed property or is duly authorized, in writing, by the owner of record to make this application. Further, by signing this application, the owner gives permission for a representative(s) of the Village of Altamont to walk the property for the purposes of conducting a Site Review.

SIGNATURE OF APPLICANT: _____ DATE: _____

SIGNATURE OF OWNER: _____ DATE: _____

OFFICE USE ONLY

APPLICATION RECEIVED ON: _____

Concept Hearing set for: _____

FEE RECEIVED: _____

Approved for concept hearing:

Notifications made on:

_____ Zoning Board of Appeals Board Chair

_____ Albany County Planning Board

Materials sent to:

_____ Village of Altamont Public Works

_____ Board members

_____ Altamont Fire Department

_____ Village Attorney

_____ Board Liaison

APPLICATION FOR SUBDIVISION PAGE 3

CONTENTS OF THE SKETCH PLAN REQUIRED:

The sketch plan shall be a scale drawing, based on tax map information or some other similarly accurate base map, and other supporting documentation which contains the following:

1. The subdivision name or title, the entire tract shown on one sheet; North direction, which shall be oriented toward the top of the plan; the plan date; and the label "Sketch Plan";
2. The subdivision boundaries and the owners of all contiguous properties;
3. The zoning classification and tax map number(s) of the property to be subdivided, and all of contiguous;
4. The total acreage of the subdivision, the proposed number, layout and size of lots, and the streets;
5. Any proposed recreation areas, drainage systems, water supply, waste water and storm water systems and any other proposed utilities;
6. All the utilities available and all the streets, whether proposed, mapped or built, adjacent to the tract;
7. All existing restrictions on the use of land, including easements and covenants;
8. All existing structures, wooded areas, State or Federal wetlands, watercourses, and other significant features within the part to be subdivided and within two hundred (200) feet of the proposed subdivision boundaries;
9. The building envelope, which is determined by showing all the yard and other applicable setbacks in which proposed structures may be built;
10. If applicable, the location and required setbacks from watercourses, wetlands, angle of repose reserves, protected slope reserves, and the 100 year floodplain. All federal wetland delineations must be approved by the Army Corps of Engineers and all New York State wetlands delineations must be approved by the New York State Department of Environmental Conservation;
11. Topographic conditions shall be shown by contours which shall also be indicated at intervals of not more than 10 feet; and
12. Any other information the subdivision reviewer or the Planning Commission deems appropriate.
13. A vicinity map shall appear on the face of the sketch plan.