

**TOWN OF CANAAN, NEW YORK
TOWN PLANNING BOARD
LAND SUBDIVISION APPLICATION**

Type or Print all information except for signatures.

TAX Map ID#: _____ DATE:

Project Name:

Project 911 Address: _____

Applicant's Name:

Applicant's Address: _____

Applicant's Phone #: () _____ - _____

Property Owners Name: _____

Property Owners Address: _____

Property Owners Phone #: () _____ - _____

If Applicant and Property Owner are not the same then Property Owner must submit a notarized Consent to Application.

State of New York)
County of Columbia) ss

Consent to Application:

I _____, (address) _____,
_____, consent to this application.

Sworn to this _____ day of _____.

Owners Signature

Notary Public

TOWN OF CANAAN

CONSENT FOR ON SITE INSPECTION

TO: Town of Canaan Officials RE:

Consent for On Site Inspection

I _____, of the following address

Consent to the on site inspection of (Project Name) _____

(Building Permit Application #) _____

Sworn this _____ day of _____, 201 _____

Owner's Signature

Notary Public:

For Planning Board Use Only:

Application #: _____

Driveway Permit Issued: _____

10 Year History: _____

SEQR Form: _____

Revised: December, 2015

Land Subdivision Application

Minimum Requirements:

**1.10 year history of Land Subdivision Report from Assessor,
This needs to be requested at least 2 weeks prior to the meeting for which it is required**

2. Entranceway Permits - page 30:
If entrance/exit location at subject premises is new, a permit is required from the State or Local Municipal authority that maintains highway or street at that location.
3. Plat Scale: 1" = 100'
4. Five (5) copies of the Plat Plan must be submitted with the application; additional plat plan copies maybe submitted at the meeting.
5. Submit Application and Plat Plan ten (10) days before regular meeting to the Secretary of Planning Board; the appropriate fee is due at the time of approval. See attached fees.
6. Short form **SEQR** report.
General Information to be shown on Plat Plan (**for detailed information)
 - a. Name of subdivision
 - b. Name and address of owner
 - c. Name and address of registered professional engineer or surveyor in the State of New York responsible for the plan, stamped with an original seal.
 - d. Zoning classification and requirements.
 - e. Date, north point and scale.
 - f. A location map for the purpose of locating the site at a scale of not less than eight hundred (800) feet to the inch.
 - g. Only final boundaries to be shown on the map. No dotted lined or rock walls. The maps will show proposed changes.

**** For additional required information to be shown on the plat; See Land Subdivision Regulations (November 14, 1997) Article II "Use Regulations Requirement of Approved Subdivisions" for detail information to be shown on the plat for Major, Minor, and Exempt Subdivisions.**

8. The Planning Board at their discretion may require two (2) site plan maps; one (1) that shows the land before the subdivision; and one (1) that shows the land after the subdivision; the before map maybe a tax parcel map.
9. Provide a letter certifying the pin settings from the surveyor
10. Approved subdivision must be filed in Columbia County within sixty-two (62) days- of Planning Board approval. See Filing Guidelines attached.

Revised: December, 2015

PLANNING BOARD FEES:RESOLUTION #50 - ADOPTED JULY 13,1998

<u>SUBJECT:</u>	<u>FEE:</u>
Boundary Line Adjustment	\$ 25.00 per lot
Exempt Subdivision	\$ 25.00' per lot
Minor subdivision	\$100.00 + \$25.00 per lot
Major Subdivision	\$500.00 + \$25.00 per lot
Site-Plan Approval	\$ 25.00
Site Plan Review	\$ 25.00 for Project under \$500.00
Site-Plan-Review	\$ 50.00 for Project over \$500.00
Recreation Fee (Major Subdivision Only)	\$ 50.00 per lot

All fees are to be paid to the Planning Board Secretary upon completion of review.