

TOWN OF CALEDONIA

PLANNING BOARD

3109 Main Street, Caledonia, NY 14423

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www.caledoniany.gov

TO: All Prospective Subdivision and Site Plan Applicants

FROM: Planning Board

SUBJECT: **Subdivision Package**

Attached you will find the minimum required application forms you must read and complete for your proposed subdivision. In addition to these forms you are required to submit a sketch plat for your Subdivision and all other data for the appropriate state in the subdivision review processes (i.e., sketch, preliminary or final). You will also need a Long or short EAF for SEQR depending on the size of the project. Those forms may be found at the following website:
<http://www.dec.ny.gov/permits/357.html>.

All Planning Board applications for either Subdivision or Site Plan need to be submitted to the Town Clerk's Office for the Planning Board Secretary. At the time of submission, the application for the Planning Board must accompany the application fee in order to begin the review process. Please make the check payable to the Town of Caledonia, and indicate the project name on the check. The fees are as follows:

Minor Subdivision & Site Plan Review	\$ 150.00
Major Subdivision	\$ 200.00 and \$ 100.00 per lot in the subdivision
Final Plan Review of Site Plan and also for Major Subdivision	\$400.00

Your cooperation is greatly appreciated.

TOWN OF CALEDONIA
APPLICATION FOR SUBDIVISION

Application # _____
Preliminary _____
Final _____

NOTE: 5 OR MORE LOTS IS CONSIDERED A MAJOR SUBDIVISION

Name of proposed subdivision _____

Number of lots in subdivision _____

Applicant: _____ Owner (if different): _____
Name: _____ Name: _____

Address: _____ Address: _____

Phone #: _____ Phone #: _____

I, the undersigned owner, hereby request approval by the Caledonia Planning Board for the following application for subdivision. If the applicant is not the owner, a statement from the owner giving the applicant permission to file on their behalf.

I acknowledge that it is the Applicant's responsibility to reimburse the Town of Caledonia for certain reasonable out of pocket Town costs associated with the review of this application, including costs of legal notice fees for publication, engineering and legal fees, and mailing fees for notification of surrounding property owners. Publication and mailing fees will be collected at the time the Application to the Planning Board is submitted. Decisions will not become effective until the reimbursement of all applicable fees have been paid.

Signature: _____

Location of site (distance and direction to the nearest road intersection): _____

Tax Map #: _____

Zoning District: _____

Will the proposed activity be on property within an agricultural district containing a working farm operation, or on property with boundaries within 500' of a farm operation located within Livingston County Agricultural District? If yes, an Agricultural Data Statement form needs to be completed.

Total area of property to be subdivided: _____ Acres into _____ lots.

List individual lot numbers and acreage per lot:

- Lot # 1 _____ Acreage _____
- Lot #2 _____ Acreage _____
- Lot #3 _____ Acreage _____
- Lot #4 _____ Acreage _____
- Lot #5 _____ Acreage _____
- Lot #6 _____ Acreage _____

If more than six, please list those lots and acreages on the back of this form.

List water availability on the property (existing wells, public water) _____
A completed SEQR Environmental Assessment Form (EAF) is required as part to the Subdivision approval process
(applicant completes front of form only).

List other state/federal permits required:

Will there be any new roads on the property? _____

Current use of site (agricultural, commercial, undeveloped, etc)

Current condition of the surrounding lands (agricultural, suburban, wetlands, etc.)

Additional completed forms/information that may be required:

1. Are there any deed restrictions, right-of-ways, or easements on the property? If so, list below and include on maps.

2. Is the property located in a floodplain? _____

Official use only

Fee Paid: _____ Date: _____

Reviewed by Code/Zoning Enforcement Officer: _____ Date: _____

Preliminary Plat approval, if applicable, granted by Planning Board on: _____

Conditions, if applicable: _____

Final approval granted by Planning Board on: Date: _____

Conditions, if applicable: _____

Chairman of the Planning Board

Date

Completed Applications, Maps, and other required paperwork must be received a minimum of 10 working days prior to the next scheduled Planning Board meeting to be considered for that meeting's agenda.

Next Planning Board meeting is: _____

Submittal Date for that meeting is: _____

Town of Caledonia Planning Department

3109 Main Street

Caledonia, NY 14423

AGRICULTURAL DATA STATEMENT

In accordance with Section 283-a of the New York State Town Law, the Town of Caledonia will use the data in this statement to assist in evaluating the impacts of proposed development projects on farm operations in Agricultural Districts.

1. Name of Applicant: _____

Address: _____

2. Project Name/Location: _____

3. Description of proposed project. _____

4. Tax Parcel Number(s): _____

5. Number of total acres involved with project: _____

6. Number of total acres presently in Tax Parcel: _____

7. How much of the site is currently farmed? Acres _____

8. Please identify who is farming the site. _____

9. Please indicate what your intentions are for use of the remainder of the property, over:

Five years: _____

Ten years: _____

Twenty years: _____

10. Who will maintain the remainder of the property not being used for this development?

11. Please indicate crop(s) or vegetation cover for the site. _____

12. Are there any drainage ways or underground tile systems located on the site? _____

Will this project alter existing drainage patterns? If yes, please describe _____

13. Is the parcel included in a farm plan prepared by the Livingston County Soil and Water District of the USDA Soil Conservation Service? _____

Are federally funded cost sharing practices in place for the parcel? _____

Name of program(s). _____

14. Is the parcel currently granted an agricultural tax exemption? Yes No

Signature of Applicant: Date: _____

FOR TOWN PLANNING BOARD USE ONLY:

NOTE: This form and a map of the parcel(s) should be mailed to County Planning as part of the GENERAL MUNICIPAL LAW m and n referral. It should also be mailed to property owners within 500 feet of the property boundary along with the Notice of Public Hearing (Attach list of property owners within 500 feet).

Planning Board Secretary _____

Planning Board Chairman _____

Date Referred to Livingston County Planning Board _____