

TOWN OF MARLBOROUGH PLANNING BOARD

VINCENT POMARICO & Lee Mazzola  
Applicant's Name

17-1003

CHECKLIST FOR MAJOR/MINOR SUBDIVISION, SITE PLAN and/or LOT LINE REVISION

- I. The following items shall be submitted for a COMPLETED Planning Board Application Form.
  1. \_\_\_\_\_ Completed Application
  2. \_\_\_\_\_ Environmental Assessment Form (*May be obtained from Planning Board*)
  3. \_\_\_\_\_ Letter of Agent Statement
  4. \_\_\_\_\_ Application Fee (*Separate check from escrow fee*)
  5. \_\_\_\_\_ Escrow Fee (*Separate check from application fee*)
  6. \_\_\_\_\_ Copy of deed
  7. \_\_\_\_\_ Completed checklist (*Automatic rejection of application without checklist*)
  8. \_\_\_\_\_ Agricultural Data Statement (*if applicable*) (N/A)
  9. \_\_\_\_\_ Provide twelve (12) copies of all maps, plans, reports and a PDF computer file on CD of all documentation submitted. Plan sets must be correlated packages.
  
- II. The following checklist items shall be incorporated on the Subdivision Plat, Site Plan, or Lot Line Revision prior to consideration of being placed on the Planning Board Agenda. Non-Submittal of the checklist will result in application rejection.
  1. ✓ Name and address of applicant
  2. ✓ Name and address of owner (*if different*)
  3. ✓ Subdivision name and location
  4. ✓ Tax Map Data (*Section-Block-Lot*)
  5. \_\_\_\_\_ Location map at a scale of 1" = 2,000
  6. ✓ Zoning table showing what is required in the particular zone and what applicant is proposing. *Listed as General Note on Site plan.*
  7. N/A Show zoning boundary if any portion of proposed subdivision or

- site is within or adjacent to a different zone No such boundaries nearby.
8. N/A Date of plat preparation and/or plat revisions No plat changes
  9. N/A Scale the plat is drawn to (Max 1" = 100') As per above
  10. ✓ North Arrow
  11. N/A Surveyor's Certification
  12. N/A Surveyor's seal and signature } No Actual Changes or permanent additions from last filed survey
  13. ✓ Name, SBL and acreage of adjoining owners general locations given, accurate to previous survey
  14. N/A NYSDEC Wetland and 100 foot buffer zone with an appropriate certification block regarding DEC requirements. No DEC wetlands
  15. N/A Flood plain boundaries } No Flood plains or Wetland Boundaries
  16. N/A Federal Wetland Boundary
  17. ✓ Metes and bounds of all lots
  18. ✓ Name and width of adjacent streets, include dedication parcels. The road boundary is to be a minimum of 25 feet from the centerline of the paved street.
  19. ✓ Show existing or proposed easements (note restrictions) No New proposed easements
  20. ✓ Right of way width and Rights of Access and utility placement.
  21. N/A Road profile and typical section including existing proposed grades, No changes to vertical curve data, utilities, drainage and other improvements. Existing roads
  22. ✓ Lot area acreage. For lots under 2 acres, list in square feet & acres.
  23. ✓ Number of lots including residual lot. ONE Lot
  24. ✓ Show any existing waterways, wetlands, ponds, lakes, streams, drainage courses within 200 feet of parcel boundaries.
  25. N/A A note stating a road maintenance agreement is to be filed in the County Clerk's Office for private roads. Road is normally a driveway (person and is maintained owner is submitting application.
  26. ✓ Applicable note pertaining to owners review and concurrence.
  27. N/A Show any public improvements, i.e. drainage systems, water lines, sewer lines, etc. No public improvements to be made
  28. N/A Show all existing houses, accessory structures, wells and septic