

**TOWN OF GALLATIN
LAND SUBDIVISION APPLICATION**

INSTRUCTIONS:

For Sketch Plan review and approval, submit this application in triplicate, two copies of sketch plan drawing, copy of deed and application fee at Planning Board meeting. If possible, notify Planning Board prior to the meeting of your plan to attend the meeting.

(Sketch Plan review and approval are not required, but encouraged.)

For Preliminary and/or Final approval, submit this application in triplicate (must be notarized), five copies of official map, copy of deed and Environmental Assessment Review Form (complete part 1, only) and application review fee. These materials must be received twenty-one (21) days before the next scheduled meeting of the Planning Board (fourth Monday of every month, 7:00 p.m. at the Gallatin Town Hall) for a public hearing to be scheduled for that meeting. Upon receipt of these materials, notice of public hearing for your subdivision will be placed in the town's official newspaper. The public hearing will be conducted at the Planning Board's regular meeting.

FOR OFFICE USE ONLY		
(date received and initials)		
___ copies of sketch drawings	_____	_____
___ copies of official maps	_____	_____
copy of deed	_____	_____
SEQRA EAF short long	_____	_____
Sketch Plan review fee	_____	_____
Preliminary/Final review fee	_____	_____
Classification of Subdivision	Major	Minor

1. Date _____
2. Name of Subdivision (if applicable) _____
3. Name of applicant _____
 Address _____
 Phone _____
4. Owner of property to be subdivided _____
 Address _____
 Phone _____
5. Where is property located? (list name of road) _____

6. What is the total acreage of the land being subdivided? _____
7. How many lots are proposed for the subdivision? _____
8. List the number of acres proposed for each lot _____

LAND SUBDIVISION APPLICATION
Page 2

9. Name of land surveyor _____
Address _____
Phone _____
10. Name of real estate agent (if applicable) _____
Address _____
Phone _____
11. Name of attorney (if applicable) _____
Address _____
Phone _____
12. Name of engineer (if applicable) _____
Address _____
Phone _____
13. In what zoning district is the subdivision located? _____
14. In what postal delivery area is the subdivision located? _____
15. In what school district is the subdivision located? _____
16. List the tax map number(s) of the property being subdivided _____

17. Is any open space being offered as part of this subdivision application? _____
If so, what amount? _____
18. Has the Zoning Board of Appeals granted any variance or exception concerning this property?

If so, list name and case number _____
19. Is any variance from the Subdivision Regulations or Zoning Law requested or required? _____
If so, describe _____

LAND SUBDIVISION APPLICATION
Page 3

20. List any deed restrictions or covenants _____

21. List all contiguous holdings in the same ownership _____

List tax map number(s) _____

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page of each conveyance into the present owner as recorded in the Columbia County Clerk's Office. This affidavit shall indicate the legal owner of the property, the contract owner of the property and the date the contract sale was executed. **IN THE EVENT OF CORPORATE OWNERSHIP:** A list of all directors, officers and stockholders, of each corporation owning more than five per cent (5%) of any class stock must be attached.

STATE OF _____

COUNTY OF _____ SS.: _____

I, _____, hereby depose and say that all of the above statements and statements of the papers submitted herewith are true.

Mailing Address: _____

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public

MY COMMISSION EXPIRES: _____