

**APPLICATION FOR REVIEW AND APPROVAL
MINOR SUBDIVISION PLAT**

Town of Rhinebeck
80 East Market Street
Rhinebeck, New York 12572

Planning Board Clerk (845) 876-6296 Ext. 24 / planning@rhinebeckny.gov

Applicant

Name _____

Address _____

Telephone Number _____ E-Mail _____

If corporation, identify principal officer and title _____

Proposed Subdivision Parcel

Address _____

Tax-Map Parcel Number _____

Filed Map Reference _____

Zoning District _____

Overlay District(s), if any _____

Located within or less than 500 feet from a Certified
Agricultural District? ___ yes ___ no

Located within Local Waterfront Revitalization Area? ___ yes ___ no

Located within or adjacent to National Historic
District or Individually listed historic property? ___ yes ___ no

Located within 500 feet of State or County highway
or either Town or Village boundary? ___ yes ___ no

Is the subdivision parcel the subject of any recorded
easements, covenants or deed restrictions? ___ yes ___ no

If yes, attach copies of each to this Application.

Owner of Proposed Subdivision Parcel, if not Applicant

Name _____

Address _____

Use of Land and Buildings

Current Use of Land and Existing Buildings and Improvements, if any, within the Subdivision Parcel

Proposed Use and Number of Lots and Summary of Related Improvements within the Subdivision; Proposed Use of Existing Buildings and Improvements, if any

Related Reviews, Permits and Approvals

- o Are any waivers from the requirements set forth for a minor subdivision under the Town Subdivision Regulations being requested?

___ yes ___ no

If yes, state specific waivers or modifications of requirements requested and attach statement of justification.

- o Does the proposed subdivision incorporate any Area Variances that have been issued by the Town Zoning Board of Appeals?

If yes, attach copy of ZBA resolution granting the Area Variance(s).

- o Other than the issuance of buildings permits and certificates of occupancy by the Town of Rhinebeck are other permits and approvals from the Town,

County and/or State required to carry out development of the proposed subdivision?

If yes, identify below and attach a copy of any such permit or approval that has been issued or any related application that has been submitted.

Project Engineer and/or Land Surveyor

Name _____
Address _____
Telephone Number _____ Email _____

Name _____
Address _____
Telephone Number _____ Email _____

Principal Representative before the Planning Board

- _____ Applicant
- _____ Project Engineer
- _____ Project Land Surveyor
- _____ Other Party (as identified below)

Name _____
Address _____
Telephone Number _____ Email _____

Required Attachments (check those submitted to confirm all required attachments are being presented)

_____ Zoning Compliance Determination completed by the ZEO and stating that the proposed lots are in dimensional compliance with the requirements set forth within the Town's Zoning Law at Article IV, District Schedule and Area and Bulk Regulations, and may be proposed as building sites subject to the securing of Subdivision

Plat Approval and all other necessary permits, approvals and compliance determinations from the Town of Rhinebeck and other involved permitting and approving agencies.

_____ Copy of Property Deed as recorded in the Dutchess County Clerk's Office.

_____ Copy of Filed Map, if any, on which the subdivision parcel is depicted.

_____ Copy of recorded easements, covenants or deed restrictions, if any.

_____ Offers of any easements or dedication of land in fee that may be applicable to the proposed project.

_____ As cited above, copy of any County, State or Federal permit and/or approval that has been issued and a copy of any application that has been submitted for any such permit or approval.

_____ Subdivision Plat drawing(s) as listed below by title, preparer and date:

_____ Completed Minor Subdivision Plat Checklist per Article VII, Section 107.7(1)(b) of Land Subdivision Regulations

_____ Executed Escrow Agreement pursuant to Local Law No. 2, 2006

_____ Receipt for Payment of Application Fee

_____ Receipt for Posting of Initial Escrow Deposit

_____ Authorization for Applicant to Act for Owner, if applicable

_____ Authorization for Principal Representative to Act for Applicant, if applicable

_____ Certified Short Environmental Assessment Form (Part 1), with acknowledgement made that the particular circumstances of a subdivision parcel may require later submission of Full EAF

_____ Completed Coastal Consistency Form as applicable to subdivision parcels within the Town's Local Waterfront Revitalization Area

- _____ Completed Agricultural Data Statement as applicable for subdivision parcels within or less than 500 feet from a Certified Agricultural District
 - _____ Stormwater Pollution Prevention Plan (SWPPP), if applicable, in accordance with requirements of NYS Stormwater General Permit # 0-10-001, or successor
 - _____ If any new lots are being created, either Application to the Dutchess County Health Department for Individual Permits or Realty Subdivision Plat Approval or if all proposed new lots are in excess of five (5) acres required Letter of Opinion from Professional Engineer concerning capability of the lots to support on-site sanitary sewage disposal systems in accordance with Dutchess County Health Department design requirements
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The undersigned, having received the above-cited Zoning Compliance Determination from the Town of Rhinebeck Zoning Enforcement Officer and having been advised of the requirement for Subdivision Plat Approval, and having completed the step of sketch plan review and classification before the Planning Board within the past six (6) calendar months, hereby requests approval of the above-identified Subdivision Plat by the Rhinebeck Town Planning Board in accordance with Zoning Law Article III, District Schedule of Use Regulations, and Article IV, Section 101-4.4 of the Land Subdivision Regulations of the Town of Rhinebeck.

The undersigned acknowledges that the Planning Board will consider this Application at a Regular Meeting, as established by the Planning Board's annual calendar, and determine whether this Application, including the above Attachments, is adequate for processing under the Town Subdivision Regulations and the NYS Environmental Quality Review Act. It is understood that if the Planning Board determines the Application adequate for processing time frames set forth within the Town Land Subdivision Regulations and/or the SEQRA Implementing Regulations will take effect.

The undersigned further understands that in order to be considered as an agenda item at a Regular Meeting, the Application and all Required Attachments must have been received the Planning Board Clerk not less than twenty-one (21) calendar days prior to said Regular Meeting of the Planning Board.

The submission must include not fewer than twelve (12) paper copies of the Application form, the EAF and the Subdivision Plat drawing(s). Need for fewer paper copies, but not less than three (3), of all other Required Attachments, may have been specified at the time of Sketch Plan Conference. If not, twelve (12) copies of each of the other Required Attachments must also be submitted. In

addition, to the extent available a disk containing an electronic file of the Subdivision Plat drawing(s) and related technical reports, such as the SWPPP, must also be submitted to the Planning Board Office.

In order to assist prospective applicants in understanding the above-stated submission requirements and otherwise complying with the Subdivision Plat Review and Approval Procedure, a Pre-Submission Conference may be arranged with the Town of Rhinebeck Planning Consultant. An appointment may be scheduled by contacting the Planning Board Clerk and submitting the required Request for Pre-Submission Conference form.

At the discretion of the Chairman upon recommendation of the Planning Consultant this Pre-Submission Conference may have been considered to satisfy for smaller-scale projects involving either lot line alteration, lot consolidation and/or the creation of not more than one new building lot the Sketch Plan Conference requirement set forth at Zoning Law Article VII (D).

Signature of Applicant _____

Date _____

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RECORD OF SEQUENTIAL STEPS COMPLETED IN PLANNING BOARD'S PROCESSING OF APPLICATION FOR APPROVAL OF MINOR SUBDIVISION PLAT

Submission Received by Clerk _____

Project File # PB 201_ - __ Assigned _____

Initial Review by Planning Consultant and Assignment to Planning Board Agenda _____

Initial Presentation of Application at Planning Board Meeting _____

Application Accepted by Planning Board _____

o Classification under SEQRA

___ Type II Action ___ Unlisted Action ___ Type I Action

If Unlisted Action, Coordinated Review Required Yes ___ No ___

If Type I Action, Lead Agency Designation Requested Yes ___ No ___

If yes to either, SEQRA NOI Issued _____

Planning Board Confirmed as Lead Agency _____

o Referrals

- ___ Town Engineer
- ___ Town Planning Consultant
- ___ Town Highway Superintendent
- ___ Town Conservation Advisory Council
- ___ Town Waterfront Advisory Committee
- ___ Other (specify) _____

Date of Opening of Public Hearing _____

SEQRA Determination of Significance _____

___ Negative Declaration ___ Positive Declaration

If Positive Declaration,

- Scoping Document Issued _____
- Draft EIS Accepted _____
- Final EIS Issued _____
- Findings Issued _____

Clerk's Certification of Compliance in matter of Noticing Requirements _____

Date of Close of Public Hearing _____

Planning Board Decision _____

_____ Approval _____ Approval with Condition(s) _____ Disapproval

Resolution Certified by Clerk and Distributed _____

Technical Approval Condition(s) Determined Satisfied by Chairman upon Sign-Off by Town Planner, Engineer and Attorney, as applicable _____

Fee and Escrow Obligations Deemed Satisfied by Clerk and Town Finance Office _____

Subdivision Plat Stamped and Signed by Chairman _____

Approved Subdivision Plat Distributed by Clerk _____

Notification of Filing of Subdivision Plat Received by Clerk _____

Close-Out of Project File _____