

**APPLICATION FOR APPROVAL OF MINOR SUBDIVISION OF
PROPERTY IN TOWN OF VARICK, NEW YORK**

Applicants shall submit two (2) copies of this completed form, together with the Sketch Plan and any relevant information (Article V. Section 1) no later than ten (10) days before the date of a regular Planning Board meeting to obtain consideration for acceptance of the application at that meeting. Applicants should be present when subdivision is considered by the Planning Board.

1. APPLICANT:

Name: _____ Title or Role: _____
Address 1: _____
Address 2: _____
City _____ State _____ Zip Code: _____
Telephone: _____ Cell: _____ E-Mail: _____

2. OWNER: same as above

Name: _____ Title or Role: _____
Address 1: _____
Address 2: _____
City _____ State _____ Zip Code: _____
Telephone: _____ Cell: _____ E-Mail: _____

3. Properties to Be Subdivided:

Location/Street Number Assessment Parcel Number(s), Present Use(s) of

4. Reason for Subdivision (check one):

Adjust lot line with neighbor (Each party must submit a form) Create one or more new lots
 Permit additional building on existing property Other: _____

5. List any special feature of the existing property (e.g., steep slopes, views, streams, trees, buildings, or other improvements) and how the Subdivision would affect them:

6. Describe how the Subdivision would affect adjoining properties:

7. Indicate intentions for use and development of the properties involved, and any associated pending permits:

I hereby certify to the Planning Board that the information on this form and supporting application information are true and accurate, and the Board will be informed of any changes thereto in a timely fashion.

Applicant Signature: _____ Date: _____

Application Fee: To defray application processing and review costs, an initial application fee will be charged according to the schedule in the last page of the subdivision code. Only one fee for lot line move.

Minor Subdivision Check List (for planning board use)

- Copies of Sketch Plan or Survey Map submitted
- Create conforming lots (See Part IV, Section 5 for table.) In most districts, the minimum parcel width is 100 feet and the area 0.7 acres. The 100 feet is for the entire depth of the lot; flag lots cannot be created.
- The property lines are far enough from the building (See the setback requirements in the Zoning Code, Section 301.9 Bulk table.)