

**TOWN OF MARCELLUS**

**APPLICATION FOR APPROVAL OF PROPOSED SUBDIVISION PLAT**

Applicant(s) Name(s): \_\_\_\_\_ Date of Application: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No(s): \_\_\_\_\_

Name, address and phone number of the person or entity which prepared the enclosed plat.

Name, address and phone number of the Applicant's Attorney (if any):

The Tax Account Number(s) for the property involved in this application is (are):

The street address(es) of all the property involved in this application is (are):

The undersigned hereby applies for **(Check Applicable Box)**:

- Preliminary Plat Approval
- Final Plat Approval
- A Planning Board Determination that this Application involves a Minor Lot Alteration and for the Planning Board to Approve the Enclosed Plat as a Final Plat in accordance with the Town of Marcellus Subdivision Regulations.

Each Applicant states and certifies all of the following is true, accurate and complete:

1. The Applicant(s) is (are) the owner is of record of fee title to all the real property involved in this application (the "Property"), and no other person or entity has an ownership interest in the Property, or any part thereof.
2. The proposed name for the subdivision is \_\_\_\_\_
3. All the Property in this application is described in the deed(s) attached to this application, and shown on the plat filed with this application.
4. The Property is owned in fee simple by the applicant(s) under the deed(s) recorded in the Onondaga County Clerk's Office, copies of which recorded deeds are annexed hereto.

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- 5. The area encompassed by the proposed subdivision contains \_\_\_\_\_ acres.
- 6. The proposed subdivision lies within the \_\_\_\_\_ Zoning District(s) of the Town as described on the Official Zoning Map.
- 7. Is any part of the property involved in this application located within 500 feet of:
  - A. Any boundary of the Town of Marcellus or the Village of Marcellus? \_\_\_\_ Yes \_\_\_\_ No
  - B. Any existing or proposed County or State park or other recreation area? \_\_\_\_ Yes \_\_\_\_ No
  - C. Any right-of-way of any existing or proposed County or State parkway, thruway, expressway, road or highway? \_\_\_\_ Yes \_\_\_\_ No
  - D. Any existing or proposed right-of-way of any stream or drainage channel owned by the County of Onondaga or for which the County of Onondaga has established channel lines? \_\_\_\_ Yes \_\_\_\_ No
  - E. Any existing or proposed boundary of any County or State owned land on which a public building or institution is situated? \_\_\_\_ Yes \_\_\_\_ No
  - F. The boundary of a farm operation located in an agricultural district, as defined by Article Twenty-five - AA of the N.Y. Agriculture and Markets Law? \_\_\_\_ Yes \_\_\_\_ No

Note: The term “proposed”, as used in this Section 9 shall have the meaning set forth in Section 239-m(1)(a) of the N.Y. General Municipal Law.

- 8. There are no tax arrears for the property involved in this application, or any part thereof.
- 9. All encumbrances, easements and other matter against any of the Property, if any, including but not limited to easements, rights of way, restrictive covenants, mortgages, mechanics liens, and judgments are described in full on the attached list; give the type, amount, holder, place filed, book and page or index number and a copy of the document.
- 10. All proposed lots on the Plat enclosed with this Application fully conform to the criteria set forth in the Town of Marcellus Zoning Law, as amended.
- 11. It is intended to develop \_\_\_\_\_ lots at this time, which encompass \_\_\_\_\_ acres.
- 12. Following are the street address(es) and tax map number(s) of all real property adjacent to the Property involved in this application which is owned by the applicant (or any one or more of the applicants); if none, so state:  
\_\_\_\_\_  
\_\_\_\_\_

- 13. Describe development plans for all adjacent land owned by any one or more of the Applicant(s) which is not included in this application:  
\_\_\_\_\_  
\_\_\_\_\_

- 14. Will this proposed subdivision involve any new streets or highways? (Answer “Yes” or “No”) \_\_\_\_\_  
If “Yes”, set forth the proposed name(s) of each such street and identify each on the accompanying plat:  
\_\_\_\_\_

- 15. The Applicant shall comply with all provisions of the Onondaga County Sanitary Code, as amended, and procure all required permits and certifications.

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16. The Applicant shall obtain all necessary curb cut permits from the State, the County and/ or the Town Highway Department if any proposed street should intersect a State, County or Town street, road or highway and the Applicant shall comply with all applicable regulations issues by those Departments or municipalities in respect thereto.
17. The Applicant agrees the Applicant shall be responsible for providing all impact statements as required under the State Environmental Quality Review Act and for all costs incurred by the Planning Board in connection with this Application, including but not limited to the fees and disbursements of engineers, attorneys and other professionals used by the Marcellus Planning Board and/or the Town of Marcellus in connection with the subdivision described in this Application.
18. The Applicant has obtained a copy of those specifications required by the Town of Marcellus and has complied and shall comply in all respects with those specifications for the construction of the following improvements in the proposed subdivision:

Highways	Electrical Distribution	Fire Hydrants
Sanitary Sewers	Natural Gas Distribution	Street Curbs
Storm Sewers	Sidewalks	Landscaping
Water Distribution	Street Lighting	Monuments
All other items for which the Town has required specifications.		
19. (An offer) (No offer) of dedication of any street or highway shown on the accompanying map is made.
20. There (are) (are no) existing structures on the land shown on the plat. All structures on adjoining properties are shown on the plat with dimensions from the property lines shown.
21. All easements and rights-of-way which affect the proposed subdivision are accurately set forth on the annexed plat.
22. All proposed streets, easements and rights-of-way proposed to be conveyed to the Town if this application is approved are shown on the plat as a proposed street, roads, sewer and drainage facilities, sidewalks, water lines and the like, and/or a proposed easement or proposed right-of-way.
23. The Applicant shall complete all required improvements before obtaining final approval, including without limitation monuments, or the Applicant shall enter into a written agreement with the Town to so complete such improvements, which agreement shall be satisfactory, in form and substance, to the Town Board.
24. FOR SUBMISSION OF SKETCH PLAN. The Applicant shall submit to the Town Clerk at least ten (10) days prior to a regular meeting of the Board, ten (10) copies of this Application and the sketch plan of the proposed subdivision, which shall comply with the requirements of the Subdivision Regulations. Applicant shall show all topographic features on adjoining properties which may effect or be effected by surface and spring water draining on the plat.
25. FOR SUBMISSION OF PRELIMINARY PLAT. Subdivider shall submit to the Town Clerk at least fifteen (15) days prior to a Planning Board's regular meeting at least ten (10) copies of the Application for approval of the preliminary plat, at least ten (10) copies of the proposed Preliminary Plat and two (2) copies of all other attachments (e.g., grading plans, erosion and sediment control plans, etc.). An application for Preliminary Plat approval shall not be considered complete until the required number of the Preliminary Plats and other documents are so received by the Planning Board.

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- 26. FOR SUBMISSION OF FINAL PLAT. The Applicant shall submit to the Town Clerk at least thirty (30) days prior to the Planning Board’s regular meeting at least three (3) copies of the application for final approval of the plat ten (10) duplicate prints of the proposed Final Plat and two (2) copies of all other required attachments. (e.g., revised construction plans, etc.). The Application for Final Plat Approval shall not be considered complete until the required number of the Final Plats and other documents are received.
- 27. The Applicant encloses herewith the applicable application fee of \$\_\_\_\_\_.
- 28. The Applicant declares that the information contained in this application and all supporting data is true, accurate and complete and has made such representations to induce the Town of Marcellus Planning Board to grant the approval requested in this Application.
- 29. The enclosed Plat complies with all applicable provisions of the Subdivision Regulations of the Town of Marcellus which are in effect on the date this Application is received by the Planning Board Clerk.
- 30. The Applicant has submitted an Environmental Assessment Form, which may be relied upon by the Planning Board (and/or the lead agency) to make the required environmental determinations.
- 31. The Application shall appear at the Planning Board and Town Board (if required) meetings held to consider this Application.
- 32. The Applicant hereby consents to Planning Board action reverting the subject property to its existing subdivision classification if the Planning Board subsequently determines that any material statement contained in this Application, or any material statement made by the Applicant at any public hearing called to consider the application, if false , incomplete or misleading, and further consents to Board action reverting the subject property to its existing subdivision classification in the event the Applicant fails to abide by any conditions or restrictions contained herein or imposed hereafter by the Planning Board or the Town Board.

Dated: \_\_\_\_\_, 20\_\_\_\_\_

Signature \_\_\_\_\_  
Print Name

Signature \_\_\_\_\_  
Print Name

Signature \_\_\_\_\_  
Print Name *(Signature of all Applicant(s))*

Date application received by Town Clerk \_\_\_\_\_

By: \_\_\_\_\_

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**- OFFICIAL USE ONLY -**

**ACTION OF PLANNING BOARD:**

Approved ( ) Denied ( ) Reason: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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