

**TOWN OF NEW SCOTLAND**  
**MAJOR SUBDIVISION - SKETCH PLAT**

DATE: \_\_\_ / \_\_\_ / \_\_\_

TAX MAP ID#: \_\_\_\_\_

**FEE REQUIRED WITH SKETCH PLAT APPLICATION: \$200.00**

SUB/DIV NAME: \_\_\_\_\_

OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

PHONE#: ( ) \_\_\_\_\_ - \_\_\_\_\_

OWNER(S) SIGNATURE OF CONSENT TO APPLICATION:  
 \_\_\_\_\_  
 \_\_\_\_\_

APPLICANT: \_\_\_\_\_

APP ADDRESS: \_\_\_\_\_

PHONE#: ( ) \_\_\_\_\_ - \_\_\_\_\_

APP INTEREST IN PROPERTY: \_\_\_\_\_

SUB/DIV LOCATION: \_\_\_\_\_

ORIGINAL PARCEL SIZE: \_\_\_\_\_ - \_\_\_\_\_ ZONING DIST: \_\_\_\_\_ - \_\_\_\_\_

NEW LOT SIZES \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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BRIEF DESCRIPTION OF PROPOSED SUBDIVISION:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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 \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

<i>Department Use</i>	
<i>Date/Purpose:</i>	
Sub-Div #:	# _____
Submtl/Dt:	___ / ___ / ___
	___ / ___ / ___
Review/Dt :	___ / ___ / ___
	___ / ___ / ___
	___ / ___ / ___
	___ / ___ / ___

REQUIRED SUBMITTAL INFORMATION\*:

PLAT REQUIREMENTS:

- A. KEY MAP SHOWING LOCATION OF PROPERTY
- B. ROUGH SKETCH WITH THE PROPOSED SUB/DIVISION AND ADJOINING PROPERTIES
- C. TITLE BLOCK SHOWING:
  - 1. SUB/DIVISION NAME, NAME OF THE TOWN AND COUNTY WHERE LOCATED, NAME AND ADDRESS OF THE RECORD OWNER AND OF THE SUB-DIVIDER
  - 2. TRUE OR MAGNETIC NORTH AND DATE TAKEN
  - 3. DATES OF ORIGINAL AND SUBSEQUENT SUBMISSIONS
  - 4. MAP SCALE
  - 5. PLAT CLEARLY MARKED "SKETCH PLAN"
- D. NAMES OF ADJOINING PROPERTY OWNERS
- E. SPECIFIC BOUNDARY OF THE AREA TO BE SUB-DIVIDED INCLUDING EXISTING LOT LINES AND EASEMENTS
- F. ZONING DISTRICT BOUNDARIES
- G. EXISTING SITE CONDITIONS SHOWING:
  - 1. TOPOGRAPHIC CONTOURS (U.S.G.S. AND/OR N.Y.S. GEOLOGICAL SURVEY MAPS ACCEPTABLE)
  - 2. EXISTING DRAINAGE (EG-PONDS, RIVERS, STREAMS, MARSHES, CULVERTS, DRAINAGE DITCHES, ETC.)
  - 3. EXISTING UTILITIES, STRUCTURES, STREETS, STREET NAMES, ETC.
  - 4. PRESENT AND PROPOSED SEWAGE DISPOSAL, WATER SUPPLY AND STORM DRAINAGE
  - 5. TREE MASSES, BEDROCK, OUTCROPPINGS AND OTHER PHYSICALLY LIMITING AND/OR VISUALLY UNIQUE FEATURES
- H. PROPOSED SITE CONDITIONS SHOWING:
  - 1. LOT PATTERN (APPROXIMATE LOT LOCATION, WIDTH, DEPTH AND AREA)
  - 2. PROPOSED UTILITIES INCLUDING, SEWER, STORM DRAINAGE, STORM WATER AND DE-WATERING DETENTION, SUB-SURFACE DRAINS, INFILTRATION AND/OR RETENTION BASINS
  - 3. ALL ZONING FRONTAGE, SETBACKS AND AREA REQUIREMENTS
  - 4. WRITTEN STATEMENT ADDRESSING OPEN SPACE AND SHARED FACILITIES OWNERSHIP AND MANAGEMENT
  - 5. PROPOSED STREET AND BLOCK LAYOUT AND PROPOSED RIGHTS OF WAY TO ACCESS ADJOINING LANDS

\*This sheet provided for convenience only, refer to the appropriate section of the Subdivision Law for complete requirements

permit products/sub major sketch plat

**The Following Text is Taken From**

**Chapter 164**

**Subdivision Law  
of the  
Town of New Scotland  
ARTICLE I  
General Provisions**

**§ 164-1. Authority and jurisdiction.**

- A. The Town of New Scotland Planning Board has the power and authority to approve plats for subdivision within its corporate limits by virtue of a resolution adopted by the Town Board on the fourth day of May 1962, pursuant to the provisions of Article 16, Chapter 62 of the Consolidated Town Law of the State of New York and as amended thereafter.
- B. The Town of New Scotland Building Inspector is hereby granted the power and authority to approve plats for minor subdivisions within the corporate limits of the Town of New Scotland by virtue of adopted Local Town Law No. 1 by the Town Board on the 12th day of April 1993 and as amended thereafter, provided such approval does not include discretionary interpretations of this chapter, in which case said approval will be passed on by the Inspector to the Town of New Scotland Planning Board for review and approval.
- C. Hereafter, prior to the subdivision of, or boundary line adjustment to, any parcel of land that occurs within the corporate limits of the Town of New Scotland, a subdivision plat shall be submitted to the Town Building Inspector for appropriate distribution and approval. Subdivision approval must be obtained prior to the plat being filed and recorded with the office of the County Clerk.
- D. Pursuant to Municipal Home Rule Law §§ 10 and 22 the Town Board of the Town of New Scotland hereby expressly supersedes all provisions of New York State Town Law § 276 (enacted pursuant to Chapter 964, Section 2, of the Laws of 1972 and as thereafter amended and as the same may hereafter be

amended or recodified) and replaces the same with the provisions of this chapter.

- E. Pursuant to Municipal Home Rule Law §§ 10 and 22, the Town Board of the Town of New Scotland hereby expressly supersedes the current provisions of Subdivision 1 of New York State Town Law § 277 (originally enacted pursuant to Chapter 634 of the Laws of 1932 and thereafter amended) and Subdivision 4 of New York State Town Law § 277 (originally enacted pursuant to Chapter 727, Section 2, of the Laws of 1992 and as the same may hereafter be amended or recodified). Such provisions are superseded by §§ 164-12 and 164-13 of this chapter.

**§ 164-2. Purpose.**

This chapter has been adopted in order to create conditions favorable to the health, safety, morals and general welfare of the citizens of the Town of New Scotland through provision of regulations that will ensure the harmonious development of the community.

**§ 164-3. Short title.**

This chapter shall be known and may be cited as "The Subdivision Law of the Town of New Scotland."

**§ 164-4. Fees.**

Subdivision applications shall only be accepted with appropriate application fees as outlined in the Town of New Scotland Fee Schedule, available through the Town Clerk and/or the Building Department.

**§ 164-5. Controlling regulation.**

Where provisions of this chapter impose greater restrictions than those of any statute, other law or regulation, the provisions of this chapter shall be controlling. When the provisions of any statute, other law or regulation impose greater restrictions than this chapter, the provisions of such statute, other law or regulation shall be controlling.

**SUBDIVISION, MAJOR**

The term "major subdivision" means the division of any parcel of land:

- A. Into five or more lots, plots, sites, or other divisions of land, for immediate or future sale; or
- B. Into any number of lots, plots, sites, or other divisions of land; for immediate or future sale which involves the formation of or extension to any water district; or
- C. Into any number of lots, plots, sites, or other divisions of land, for immediate or future sale which involves the formation of or extension to any sewer district; or
- D. Into any number of lots, plots, sites, or other divisions of land, for immediate or future sale which involves the construction of or extension to any municipal roadway; or
- E. Into any number of lots, plots, sites, or other divisions of land, for immediate or future sale which involves the construction of or extension to any municipal infrastructure proposed to be dedicated to a municipality as specified in New York State Public Health Law Article 11, Title II, § 1115, Subdivision 1.

### ARTICLE III

#### Procedures for Major Subdivisions

#### § 164-18. Optional sketch plan submission requirements.

In the case of a major subdivision only, an acceptable sketch plan shall include the following:

- A. Key map. A key map or location map, showing the location of the proposed subdivision within the Town.
- B. A rough-scale sketch of the proposed subdivision and adjoining properties which displays the following information:

(1) Title block:

- (a) Subdivision name, name of the Town and county in which the subdivision is located, name and address of record owner(s) and the subdivider;
- (b) True or magnetic North point and date taken;
- (c) Date of original submission and each subsequent submission(s);
- (d) Map scale;

(2) Names of all adjoining property owners.

(3) The specific boundary of the area to be subdivided including existing lot lines and easements.

(4) Zoning district boundaries, if more than one zoning classification applies to the parcel.

(5) Site conditions:

(a) Topographic contours. United States Geological Survey (USGS) and/or New York State Department of Transportation Geological Survey Maps will be acceptable;

(b) Existing drainage features (e.g., ponds, rivers, streams, marshes and culverts);

(c) Existing utilities, structure, streets and street names;

(d) Present and proposed means of sewage disposal, water supply and storm drainage;

(e) Tree masses, bedrock outcroppings and other physically limiting and/or visually unique features;

(f) Existing easements and lot lines.

(6) Proposed site conditions:

(a) The proposed pattern of lots (including approximate lot width, depth and area);

(b) Proposed utilities (including sewer, water, storm drainage, subsurface drains, stormwater and dewatering detention, infiltration and/or retention basins);

(c) All setback and frontage requirements of the appropriate zoning district;

(d) A written statement addressing how open space and shared facilities will be owned and maintained;

(e) Proposed street and block layout, with reference to surrounding proposed rights-of-way for access to other land through the subdivided property.