

# VILLAGE OF GREEN ISLAND APPLICATION FOR SUBDIVISION

**RETURN TO:**

Village of Green Island  
20 Clinton Street  
Green Island, NY 12183  
(518) 273-2201

Email: Buildingdepartment@villageofgreenisland.com

**FEES:**

Major Sub-division Application Fee \$ \_\_\_\_\_.00  
Minor Sub-division Application Fee \$ \_\_\_\_\_.00  
Fee in lieu of 10% Park/Green Space Fee  
\$ \_\_\_\_\_.00 per lot (payable with Building Permit Application)

<b>APPLICANT INFORMATION:</b>	<b>SUB-DIVISION INFORMATION:</b>
PLEASE PRINT CLEARLY	
Name: _____	Name of Sub-division: _____
Address: _____ _____	General Location: _____
Daytime Phone: _____	Zoning: _____ Total Acreage: _____
<b>RELATIONSHIP TO PROPERTY</b>	Tax Map Number(s): _____ _____
<input type="checkbox"/> Owner	<b>Presenter (if other than applicant):</b>
<input type="checkbox"/> Contract Vendor	_____
<input type="checkbox"/> Other – Explain: _____	Address: _____
	Daytime Phone: _____

<b>PROPERTY DESCRIPTION:</b>
Generally describe any easement or other restrictions on the property: _____ _____
Does the site contain any of the following : <input type="checkbox"/> Stream <input type="checkbox"/> Pond <input type="checkbox"/> Other Body of Water <input type="checkbox"/> Wetlands <input type="checkbox"/> Floodplain <input type="checkbox"/> Steep Slopes <input type="checkbox"/> Historic/Archeological Resources
If yes, elaborate: _____
Water Source: <input type="checkbox"/> Well <input type="checkbox"/> Hook-up to existing Village Water <input type="checkbox"/> Extension of Village Water District
Sewer Source: <input type="checkbox"/> Septic <input type="checkbox"/> Hook-up to existing Village Sewer <input type="checkbox"/> Extension of Village Sewer District
Will there be any land dedicated to the Village for a park or open space commonly owned by a Homeowner's Association? If yes, what is the percentage and proposed ownership of the open space? _____

\_\_\_\_\_ MAJOR SUB-DIVISION – 3 or more lots

\_\_\_\_\_ MINOR SUB-DIVISION – 2 lots

**CONCEPT PLAN**

This application must be accompanied by 10 copies of a concept plan containing ALL INFORMATION required by the Village of Green Island Sub-division Regulations and a check payable to the Village of Green Island, in the amount required by the above application fee.

# APPLICATION FOR SUBDIVISION PAGE 2

Please note: The applicant/owner is responsible for payment of engineering fees for services deemed necessary by the Village of Green Island Planning Board.

Has applicant satisfied NYS Storm Water Management Requirements? \_\_\_\_\_

Within 60 day after final approve and endorsement of the sub-division plat the applicant must file the plat for recording with the County Clerk. If not recorded within such time period, final approval of the plat shall expire and become null and void. To complete the Village process, the Village shall receive two copies of the said file plat.

## AGREEMENT

The applicant hereby certifies that he/she is the owner of record for the above listed property or has duly authorized, in writing, by the owner of record to make this application. Further, by signing this application, the owner gives permission for a representative(s) of the Village of Green Island to walk the property for the purposes of conducting a Site Review with due advanced notice.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF OWNER: \_\_\_\_\_ DATE: \_\_\_\_\_

### OFFICE USE ONLY

APPLICATION RECEIVED ON: \_\_\_\_\_ Concept Hearing set for: \_\_\_\_\_

FEE RECEIVED: \_\_\_\_\_

Approved for concept hearing:

\_\_\_\_\_ Planning Board Chair

Notifications made on:

\_\_\_\_\_ Albany County Planning Board

Materials sent to:

\_\_\_\_\_ Board members

\_\_\_\_\_ Village DPW

\_\_\_\_\_ Fire Department

\_\_\_\_\_ Village Attorney

\_\_\_\_\_ Board Liaison

## APPLICATION FOR SUBDIVISION PAGE 3

### CONTENTS OF THE SKETCH PLAN REQUIRED:

The sketch plan shall be a scale drawing, based on tax map information or some other similarly accurate base map, and other supporting documentation which contains the following:

1. The subdivision name or title, the entire tract shown on one sheet; North direction, which shall be oriented toward the top of the plan; the plan date; and the label "Sketch Plan";
2. The subdivision boundaries and the owners of all contiguous properties;
3. The zoning classification and tax map number(s) of the property to be subdivided, and all of contiguous;
4. The total acreage of the subdivision, the proposed number, layout and size of lots, and the streets;
5. Any proposed recreation areas, drainage systems, water supply, waste water and storm water systems and any other proposed utilities;
6. All the utilities available and all the streets, whether proposed, mapped or built, adjacent to the tract;
7. All existing restrictions on the use of land, including easements and covenants;
8. All existing structures, wooded areas, State or Federal wetlands, watercourses, and other significant features within the part to be subdivided and within two hundred (200) feet of the proposed subdivision boundaries;
9. The building envelope, which is determined by showing all the yard and other applicable setbacks in which proposed structures may be built;
10. If applicable, the location and required setbacks from watercourses, wetlands, angle of repose reserves, protected slope reserves, and the 100 year floodplain. All federal wetland delineations must be approved by the Army Corps of Engineers and all New York State wetlands delineations must be approved by the New York State Department of Environmental Conservation;
11. Topographic conditions shall be shown by contours which shall also be indicated at intervals of not more than 10 feet; and
12. Any other information the subdivision reviewer or the Planning Board deems appropriate.
13. A vicinity map shall appear on the face of the sketch plan.