

**APPLICATION TO THE TOWN PLANNING BOARD
FOR LOT LINE ADJUSTMENT
REVIEW AND APPROVAL**

Date of Application: _____, 20____

Name of Applicant: _____

Address of Applicant: _____

Applicant's Phone Number: (____) _____

Name of Licensed NYS Land Surveyor Preparing Plans: _____

Address of Surveyor Preparing Plans: _____

Surveyor's Phone Number: (____) _____

Name of Agent Representing Applicant: _____

Address Agent Representing Applicant: _____

Agent's Phone Number: (____) _____

Total Number of Existing Lots: _____

Total Number of Square Feet or Acres): _____

Total Number of Lots Proposed: _____

Describe Existing Development on Site: _____

Natural Features of Site and Approximate Distance to Existing Boundaries (e.g. streams, wetlands or floodplains):

Restrictions or Easements Affecting the Site: _____

Describe Access to the Proposed Lots via Public or Private Roads/ Highways/

Driveways: _____

LOT A

Address of Existing Lot: _____

Description of Location of Lot: _____

Tax Map Section/Block/Lot No.: _____

Total Site Area (square feet or acres): _____

Current Zoning Classification (as per Town code): _____

Proposed Total Site Area (square feet or acres): _____

Proposed Zoning Classification (as per Town code): _____

Current use of Site: _____

Owner of Property (if not the applicant) (if more than one, provide information for each owner): _____

Address of Owner: _____

Owner's Phone Number: (____) _____

LOT B

Address of Existing Lot: _____

Description of Location of Lot: _____

Tax Map Section/Block/Lot No.: _____

Total Site Area (square feet or acres): _____

Current Zoning Classification (as per Town code): _____

Proposed Zoning Classification (as per Town code): _____

Current use of Site: _____

Owner of Property (if not the applicant) (if more than one, provide information for each owner): _____

Address of Owner: _____

Owner's Phone Number: (____) _____

IF ADDITIONAL LOTS ARE INVOLVED, PROVIDE INFORMATION FOR EACH AS LISTED ABOVE)

Requested Exceptions, if Any: The Planning Board is hereby requested to authorize the following exceptions to, or waivers from, the Town's Land Subdivision Regulations in its consideration of this Lot Line Adjustment review and approval application (a specific list of any exceptions sought and a statement of reasons why each such exception should be authorized by the Planning Board must be attached in order for the exception to be considered by the Planning Board): _____

The undersigned hereby requests:

- Sketch plat endorsement
- Final plat approval of the above identified lot line revision and/or combination of lands by the Planning Board in accordance with the Town's Land Subdivision regulations and Section 276 of the Town Law of the State of New York.

The undersigned further acknowledges that the official date of this application is that of the next regularly scheduled meeting of the Planning Board, as established by the Planning Board's annual calendar, I provided this application form, the required Environmental Assessment Form and the required drawings have been submitted to the Planning Board Office at least ten (10) days prior to the said meeting, at which meeting the application may be presented to the Planning Board in person or by representative. Upon determination of the Planning Board, the applicable Lot Line Adjustment application fee shall be paid to the Town Clerk with receipt therefor provided by the Town Clerk to the Planning Board.

Application Submitted By: _____

Title: _____

Attachments:

- Site plans in accordance with requirements of Town of Clermont Law and Checklist
- SEQR Environmental Assessment form
- Receipt for lot line adjustment application fee
- Agent Authorization form, if required
- Relevant section of tax map & list of contiguous owners with addresses from current taxroll
- Copy of the deeds for the properties to be adjusted
- Appropriate Agricultural Data Statement Review

CHECK LIST FOR SKETCH PLAN

To Applicant:

Please be advised that in order to be complete, your sketch plan must include the following:

- 4 copies of Map
- Location of Lot Line Adjustments including:
 - Distance to all street intersection(s).
 - Distance to all existing borders of property.
 - Physical Features within 200 feet of site including:
 - All existing structures.
 - All natural features (streams, lakes, etc.).
 - Significant topographical features.
 - Adjoining property owners.
 - Tax map number of properties affected.
 - Location of all existing services including: Utilities, Streets, Highways, Driveways.
 - Proposed Parcels: Pattern of lots, Lots size, width and depth, Street layout, Recreation areas, Systems of drainage, Sewerage, Water Supply.

AGENT AUTHORIZATION FORM

Name of Applicant: _____

Date of Application: _____

Address of Project Site: _____

TO THE CLERMONT PLANNING BOARD:

Please take notice that I/we hereby appoint _____ as my/our authorized agent to appear on my/our behalf and/or represent me/us and make statements on my/our behalf at any and all Clermont Planning Board meetings and to be the sole contact for the Town of Clermont, its agents, employees and/or assigns in the matter of the application submitted by _____ and dated _____, 20____. By submitting this authorization, I/we acknowledge my/our express understanding that the Town of Clermont, its agents, employees and/or assigns will have the authority to render any and all decisions on the aforesaid pending application based wholly or in part on representations and/or statements of said agent.

Print Property Owner's Name

Property Owner's Signature

Second Property Owner's Signature (if applicable)

Date

Representative's Signature and Date

Representative's Address

Representative's Phone

If additional property owners are involved in this action, please duplicate and complete this form as necessary.

TOWN OF CLERMONT
1795 ROUTE 9
GERMANTOWN, NEW YORK 12526

Dear Property Owner:

The location of your farm operation has been identified to be within 500 feet of a proposed project in an agricultural district. You have the right to give comment about the project effecting your farm operation. Enclosed is a copy of the Agricultural Data Statement.

*****STATE LAW*****

In accordance with Section 283-a of the New York State Town Law, the Town of Clermont will use the data in this statement to assist in evaluating the impact of proposed development projects on farm operations in Agricultural Use Districts. Effective changes to NYS Agriculture & Markets Law, now require submission of an "Agricultural Data Statement" by an applicant for a special use permit, site plan approval, use variance or subdivision, which is on property in an agricultural district or is within 500 feet of a farm operation located in an agricultural district.

TOWN OF CLERMONT
AGRICULTURAL DATA STATEMENT REVIEW

REVIEWING BOARD: (Check One)

TOWN BOARD: Town meeting on the first Monday of every month: Next meeting _____

PLANNING BOARD: Meeting on the second Wednesday of every month: Next meeting _____

ZONING BOARD OF APPEALS: Meeting on the fourth Wednesday of every month: Next meeting _____

Name of Official Completing Form

Date

Other Comments:
