

Date: _____
Date of Meeting: _____
Application given to: _____
Application given by: _____
Application type: _____

**TOWN OF LIVINGSTON PLANNING BOARD MEETING EVERY FIRST
WEDNESDAY OF MONTH AT 7:00PM**

ALL APPLICATIONS SHOULD CONTAIN THE FOLLOWING:

1. Each subject parcel must contain a tax map number.
2. Showing all abutting property owners.
3. Must show the date the property was acquired by the applicant.
4. All owners with representatives must have a NOTARIZED letter given permission to them to handle the project.
5. All applicants MUST submit to the Building Inspector's Department seven (7) copies of the project consisting of one (1) original and six (6) copies by 3:00pm FIFTEEN (15) DAYS before the meeting.
6. Please have a contact phone number for the day and or night.
7. All escrow accounts are to be received ten (10) days prior to the regular meeting night.
8. All approved applicants can be picked up at the Town Clerk's Office on the Friday following the meeting.

TOWN OF LIVINGSTON PLANNING BOARD

APPLICATION FOR SUBDIVISION

PLEASE SUBMIT **Original plus** SIX (6) COPIES OF THIS APPLICATION.

Part 1: *Answer all questions completely. If more space is required, please attach additional sheets.*

Name of Owner(s) _____

Address _____

Telephone Number(s) _____

Name of applicant (if not owner) _____

Address _____

Telephone Number(s) _____

Name & Phone Number of Licensed Land Surveyor or Engineer: _____

Name & phone number of Attorney _____

Total Acreage of property _____

Location of property and SBL# _____

Number of parcels to be created (including original parcel) _____

Acreage of each parcel created _____

Restrictive Covenants, if any _____

Price range of parcels if for sale _____

Proposed protective covenants _____

Proposed utilities and street improvements _____

Adjoining parcels (ownership and use) _____

What is access to parcel? (Town Road, Private Road) _____

Columbia County Health Department approval received? _____

Attach concept report prepared by the project's engineer in conformance with Livingston Code, if the proposed subdivision will contain drainage & ESC plans, sewerage or potable water facilities or all individual systems.

Complete a short form environmental assessment statement (attached)

Attach sketch plan clearly showing the following:

1. Property boundaries with dimensions.
2. All existing and/or proposed structures with setback measurements.
3. Names and locations of all abutting streets
4. Location of water & sewer/septic connections.
5. Location and size of all off-street parking areas including garages.
6. Names of adjacent property owners or businesses.
7. Parcel(s) being created and remaining property.
8. Access to all parcels.
9. Sketch of the vicinity.

Fees are payable by check or money order made payable to the Town of Livingston, upon Planning Board's initial determination of whether the subdivision is major or minor. Minor = 4 or less lots, Major = 5 or more. Fees must be submitted with the application.

NOTICE: The Planning Board reserves the right to hire an attorney, a professional engineer or other professional to review all aspects of the project. This expense is to be estimated by the Planning Board and paid by the applicant.

Please be advised that submissions for subdivision approval will not be considered to be complete applications until all necessary SEQRA proceedings have been concluded.

**If you still owe, escrow money and/or all bills must be paid.

Signature of Applicant _____ Date _____

If owner is not the applicant, owner must complete the following:

I, _____, am the owner of the property located at _____ and authorize _____ to act as my agent for this application.

Signature of Owner(s) _____ Date _____