

# VILLAGE / TOWN OF LIMA

7329 East Main Street, Lima, New York 14485  
Tel: 624-7911 Fax: 624-6169

## APPLICATION FOR MINOR SUBDIVISION

<b>OFFICE USE ONLY</b>	
Date of Application:	_____
<i>(Postmarked or Hand Delivered)</i>	
Date of Public Hearing:	_____
Date of Final Action:	_____

### SECTION I: APPLICANT INFORMATION (to be filled in by applicant)

	APPLICANT(S)*	OWNER(S) (if not applicant)	ATTORNEY/AGENT
NAME:	_____	_____	_____
ADDRESS:	_____	_____	_____
	_____	_____	_____
TEL./FAX:	_____ / _____	_____ / _____	_____ / _____
E-MAIL:	_____	_____	_____

Applicant's interest in the premises:  Owner  Lessee  Under option to lease or purchase

Applicant must be the property owner. If applicant is lessee or one with an option to lease or purchase the property in question then Owner's signed consent form must be attached.

### SECTION II: PROPERTY INFORMATION (to be filled in by applicant)

- Property Address (No. & St.) \_\_\_\_\_
- Tax Parcel No.: \_\_\_\_\_
- Current Zoning District: \_\_\_\_\_
- Property is located within: (check all that apply)  
 Historic Preservation Overlay  Stream Buffer Overlay  NYS Wetlands  Federal Wetlands
- Deed restrictions or covenants applying to property: \_\_\_\_\_
- Has a ZBA variance been granted for this property?  Yes When: \_\_\_\_\_ For what: \_\_\_\_\_  
 No
- State and Federal permits required if any: \_\_\_\_\_
- Is there a written violation for this parcel that is not the subject of this application?  Yes  No
- Description of project (include current and proposed use) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### SECTION III: FEES

Application Fee (a check for the total amount, payable to Town or Village of Lima, must accompany this application)  
Minor Subdivision: \$315 (\$150 fee + \$100 preliminary plat + \$50 final plat = \$15 filing fee). In addition to this fee applicant is responsible for all Town or Village Engineer's review fees and expenses. A deposit in the amount of \$400 is due at time of application to be used to draw upon for the engineering fees. Any balance remaining will be returned to the applicant and any amounts exceeding the deposit will be reimbursed by the applicant. All charges must be paid in full prior to granting final subdivision approval.

**SECTION IV: DISCLOSURE AND APPLICANT CERTIFICATION**

**DISCLOSURE**

Does any Village officer, employee, or family member thereof have a financial interest in this application?

Yes     No

If "yes", the name, address and nature and extent of this interest must be detailed below:

Name: \_\_\_\_\_

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

Nature/Extent of Interest: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPLICANT CERTIFICATION**

I/we, the property owner(s), or purchaser(s)/lessee(s) under contract, of the land in question, hereby request an appearance before the Planning Board.

By the signature(s) attached hereto, I/we certify that the information provided within this application and accompanying documentation is, to the best of my/our knowledge, true and accurate. I/we further understand that intentionally providing false or misleading information is grounds for immediate denial of this application.

\_\_\_\_\_  
(applicant signature)

Sworn to before me this date:

\_\_\_\_\_  
(applicant signature)

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

\_\_\_\_\_  
(applicant signature)

\_\_\_\_\_  
*Notary Public*

\_\_\_\_\_

## SECTION V: REQUIRED MINOR SUBDIVISION SUBMITTAL CHECKLIST

Listed below are the minimum submittal requirements for Minor Subdivision (1-4 lots) application before the Town/Village of Lima Combined Planning Board for subdivision approval. The Planning Board reserves the right to request additional information, as necessary, to support an application. The Planning Board also reserves the right to reject the application if these minimal requirements are not met.

Town/Village staff will review the application and related information as submitted and determine that the application is complete or if additional information is required in order for the Planning Board to adequately review the application. Applicant shall submit any supplementary information requested no later than one week prior to the Planning Board meeting date in order to afford time for review of information prior to the meeting.

The applicant shall submit eight (8) complete sets of all materials.

(for reviewers use) YES    NO    N/A	PRELIMINARY SUBDIVISION PLAT SUBMITTAL SHALL INCLUDE THE FOLLOWING ITEMS:
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1. Title block with proposed subdivision name, name of Town & County, date prepared, north arrow, scale, name and address of applicant, name and address of property owner of record, name and address of subdivider and name and address of registered professional map preparer including license number and seal.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	2. The name of all subdivisions immediately adjacent and the names and address of all abutting property owners.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	3. Indicate zoning district showing exact boundary lines if more than one district and any propose changes to zoning district boundaries.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	4. Indicate all land proposed to be dedicated to public use and any conditions of such dedication.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	5. Show location of existing property lines, easements, public right of way
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	6.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	7.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	8.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	9.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	10.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	11.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	12.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	13.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	14.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	15.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	16.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	17.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	18.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	19.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	20.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	21. Other: _____
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	22.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	23.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	24.

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	26.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	27.