

PRELIMINARY PLAT / PLAN
CHECKLIST OF REQUIRED SUBMISSIONS

Check List of Required Submissions (submit **7 copies** of all required submissions)

A. Site Plan to scale (minimum scale of 1" = 100')

- _____ 1. Title, scale, north arrow, date
- _____ 2. Tract boundaries and owners of record of adjoining properties. (Land across roads is considered adjoining for these purposes.)
- _____ 3. Topographic data - including soils, drainage tree cover
- _____ 4. Existing land use on and immediately adjacent to the parcel. See 2 above.
- _____ 5. Lot layout
- _____ 6. Street Layout (if applicable)
- _____ 7. Location and description of utilities
- _____ 8. Location, dimension and purpose of any easement
- _____ 9. Existing drainage ways, etc.
- _____ 10. Location, dimension, etc., of any land reserved for public use
- _____ 11. Building setback lines for zone that property is located in

B. Development Data

- _____ 1. Any required amendments to Sketch Plan
- _____ 2. Feasibility data on sewer, water and storm water drainage
- _____ 3. Linear feet of streets, acres of park or recreation acres

C. Legal Data

- _____ 1. Application
- _____ 2. As required for Sketch Plan
- _____ 3. Required Fee, **\$200 per lot**
- _____ 4. Copy of Deed

NOTE: Applications are not considered complete until all above requirements are met. SEQR papers may be submitted at the same time as the Application. All applications, submissions etc. shall be submitted in **7 COPIES** to the Planning Board. Time frames for all actions start at the time a **COMPLETE** Application is filed.