

APPLICATION FOR THE APPROVAL OF A MINOR SUBDIVISION

OR

APPLICATION FOR THE CONSIDERATION OF A PRELIMINARY PLAT  
IN CONJUNCTION WITH A MAJOR SUBDIVISION

*Town of Lake George  
Town Center, 20 Old Post Road  
Lake George, NY 12845  
Telephone 518-668-5722  
Email: [pzclerk@lakegeorgetown.org](mailto:pzclerk@lakegeorgetown.org)*

APPLICATION NO: \_\_\_\_\_ DATE: \_\_\_\_\_

1. Name or Title of Subdivision: \_\_\_\_\_

2. Subdivider: \_\_\_\_\_ 3. Owner: \_\_\_\_\_

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

\_\_\_\_\_

Telephone # \_\_\_\_\_ Telephone # \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

4. Agent or Representative:

5. Surveyor or Engineer

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone # \_\_\_\_\_ Telephone # \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

**6. Location of proposed Subdivision:**

**7. Description of site: (include boundaries, natural characteristics such as – vegetative cover, soils, water bodies, topography, existing structures, utilities & access)**

**8. SEQR Type:**                      **Type 1**                      **Unlisted**

**9. Tax Map No(s):** \_\_\_\_\_

**10. Size of subdivision** \_\_\_\_\_ **acres**      **Total # of lots** \_\_\_\_\_

**smallest lot** \_\_\_\_\_ **sq.ft./acres**

**average lot** \_\_\_\_\_ **sq.ft./acres**

**largest lot** \_\_\_\_\_ **sq.ft./acres**

**12. Development Plan: describe in detail: A. Type of use    B. Description of structures including location, type & size**

**13. Zoning District (s)** \_\_\_\_\_

**14. Required approvals from NYS DEC or NYS DOH?**

**15. Does this application include the owner's entire contiguous holdings?**

**16. Easements or other restrictions on property:**

**17. All offers of cession & covenants governing the maintenance of unceded open space.**

**18. Names of abutting owners & owners directly across adjoining streets:**

**19. Provisions for water & sewage:**

**20. Utilities:**

**21. Provisions for open space & recreation:**

**22. Development schedule:**

**23. Request for exceptions: (the Planning Board is hereby requested to authorize the following exceptions to or waivers of its regulations governing subdivisions)**

**For approval of Minor Subdivision: This application is to be accompanied by the documentation set forth in Article V, Section 175-17 of the TOWN OF LAKE GEORGE Zoning Ordinance and any additional information or documentation the Planning Board may require.**

**For consideration of a preliminary Plat in conjunction with a Major Subdivision: This application is to be accompanied by the documentation set forth in Article V, Section 3 of the Subdivision Regulations of the TOWN OF LAKE GEORGE and any additional information or documentation the Planning Board may require.**

***CONDITIONAL APPROVAL OF A PLAT SHALL EXPIRE 180 DAYS AFTER THE DATE OF THE RESOLUTION GRANTING SUCH APPROVAL.***

Twelve (12) copies of this application along with twelve (12) folded copies (8.5X11”) of the required maps shall be submitted to the Planning/Zoning Office by the 15<sup>th</sup> day of the month prior to the requested meeting no later than 4:30 p.m.

**I affirm that I am familiar with the information on this form and all attachments submitted with it and that, to the best of my knowledge, all of the information presented is true & no information relevant to this application has been omitted or misrepresented. I hereby expressly acknowledge that any failure to accurately present information relevant to this application may result in application denial, nullification of approval or revocation of any permit received.**

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As an applicant submitting an application to the **TOWN OF LAKE GEORGE**, please be aware that you may be contacted by representatives of non-profit and/or environmentalist groups regarding your application. These are private, not-for-profit organizations and are neither a Federal, State nor Local government agency, nor are they affiliated with the Lake George Park Commission or the **TOWN OF LAKE GEORGE**. Therefore, while you are certainly free to provide any information to these groups if you wish, you are not legally required to do so. These groups are not authorized agents of the **TOWN OF LAKE GEORGE** and no inquiry from them should be construed as being made by or on behalf of the Town or with the Town's endorsement or authority.

**Special consulting fees – all costs incurred from special consulting services shall be borne by the Applicant – see Article X – Section 17-79 –D 2.**

**Application Fees:**

- **Minor Subdivision (up to and including 4 lots) - \$200**
- **Major Subdivision (5 lots and up) - \$350 base fee + \$50 per lot**

**Signature:** \_\_\_\_\_

**Authorized Agent, if applicable:** \_\_\_\_\_

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

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**FOR OFFICE USE ONLY**

**Dated: Received:** \_\_\_\_\_

**Fee Paid:** \_\_\_\_\_

**Receipt No:** \_\_\_\_\_

## SUBDIVISION PLAT REVIEW CHECKLIST

The Planning Board shall not approve a subdivision unless it first determines that the subdivision plat and application materials meet the following standards, as applicable. Please check off the corresponding box if the application has the respective material content in the application.

	<b>Completed application Pages 1-4</b> (General Application and Project Info/Signatures)
	<b>Formal Survey of the Property.</b> If no formal survey exists, the Zoning Administrator may require one. All Major subdivisions shall have existing surveys.
	<b>Subdivision Plat</b> accurately detailing location of proposed subdivided lots and sizes, and proposed development of the lots with a scale, legend, title block and north arrow. The plat should have items including but not limited to the following:
	A vicinity map showing location of the site in regards to the surrounding area
	Identification of contiguous properties and roadways
	Delineation of zoning districts and their boundary lines
	Identification of any existing/proposed easements or rights-of-way on the property, including access or utility easements
	Topography contours (existing and post-development)
	Proposed limits of disturbance on the site(s)
	Proposed Stormwater Design and Calculations (SWPPP if Major Sub.)
	Existing and/or Proposed Septic locations, Design and Details
	Soil Testing and Percolation Test locations and results
	Existing hydrology of the site (any streams, ponds, wetlands, lakeshore)
	Existing development, including buildings, accessory structures, drives
	Existing and proposed setbacks, including zoning setback envelope / table
	Existing and/or proposed electrical systems including subsurface lines
	Existing and/or proposed water wells or water supply infrastructure
	Existing and/or proposed shoreline amenities (docks, cribs, wharfs, etc.)
	Traffic/Circulation including all proposed roadways (and road profiles), driveways, parking areas, main egress/ingress (curb cuts), loading zones, Fire/EMS access provisions or pedestrian amenities
	Landscape or Planting Plan, or location of vegetation to be removed
	Outdoor recreation, Green Space, or other passive land use on the site
	<b>Photos of existing property</b> with notes detailing proposed development locations
	<b>APA Materials.</b> Submittal of the Jurisdictional Inquiry Form (JIF) submitted, if applicable, and the response thereto, received from the APA.
	<b>SEQR Forms.</b> Part 1 of a Short Form (if unlisted) or Long Form (if Type 1 action).
	<b>State Forms.</b> Any associated paperwork from DOH, DEC, OPRHP, ACOE, or DOT.