

**TOWN OF COBLESKILL - PLANNING BOARD**  
**MAJOR SUBDIVISION REVIEW CHECKLIST**  
***SUBMISSION OF MAJOR SUBDIVISION PRELIMINARY PLAT***

Five (5) copies of the preliminary plat will be presented to the Secretary of the Planning Board fifteen (15) days in advance of the regular meeting. The applicant or representative will present the plat at the regular Planning Board meeting.

Date of Submission: \_\_\_\_\_ Date of Plat: \_\_\_\_\_  
 Name and Address of Preparer: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

If it is a phased development, a map of the entire tract at a scale of not less than 400' to the inch shall be included.

**CHECK WHEN STEP IS COMPLETED:**

<input type="checkbox"/>	Preliminary Plat Fee (\$400 + \$30 per lot) - payable to <i>Town of Cobleskill</i>
<input type="checkbox"/>	North arrow <input type="checkbox"/> Location map <input type="checkbox"/> Deed
<input type="checkbox"/>	Scale <input type="checkbox"/> Title <input type="checkbox"/> Zoning Districts
<input type="checkbox"/>	Are parcels within an allowable use within the Zone(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	Utilities <input type="checkbox"/> Plat Date
<input type="checkbox"/>	Adjacent Property Owners
<input type="checkbox"/>	Owner: Name, Address, Phone & Email
<input type="checkbox"/>	Plat Prepared by: Name, Address, Phone & Email
<input type="checkbox"/>	Lots numbered and identified
<input type="checkbox"/>	Dimensions and Bearings of All Boundary Lines with Iron Set Pins
<input type="checkbox"/>	Streets and Bearings, Lengths and Curve Radii, with Central Angles
<input type="checkbox"/>	Significant Physical Features in proposed subdivision and adjacent properties (Buildings, trees, rock outcrops, sink holes, marshes, watercourses, etc.).
<input type="checkbox"/>	Lands dedicated to Public Use with conditions of such dedication.
<input type="checkbox"/>	Location of Existing and Proposed Sewage, Water Lines, Hydrants and Storm Drainage, including pipe sizes, grades and direction of flow.
<input type="checkbox"/>	Contours with intervals of 5 feet or less as directed by Planning Board with approximate Grading Plan if contours are to be changed more than two feet.
<input type="checkbox"/>	Location, Width, Profiles and Grades of all Proposed Roads and Public Ways.
<input type="checkbox"/>	Location of Outdoor Lighting and Fire Alarms.
<input type="checkbox"/>	Endorsement and Approval of Schoharie County Health Department.
<input type="checkbox"/>	Endorsement of Town, County and State Agencies, where applicable.
<input type="checkbox"/>	Is Subdivision in an Agricultural District? <input type="checkbox"/> Yes <input type="checkbox"/> No    If yes, Ag District # _____
<input type="checkbox"/>	SEQR forms. <input type="checkbox"/> Short EAF <input type="checkbox"/> Full EAF
<input type="checkbox"/>	Property within the Water/Sewer District? <input type="checkbox"/> Yes <input type="checkbox"/> No

**Additional requirements or comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Planning Board shall hold a public hearing with sixty-two (62) days after the receipt of such preliminary plat.  
Public Hearing on Preliminary Plat: Advertised Date \_\_\_\_\_ Hearing Date: \_\_\_\_\_

Preliminary Plat Approval Date: \_\_\_\_\_  
***Approval of Preliminary Plat shall not constitute approval of the Subdivision Plat.***

A subdivider shall, within six (6) months after the approval of the preliminary plat, file an application with the Planning Board for approval of the subdivision plat in final form accompanied by a fee of \$400.00 +\$30.00 per lot, payable to the Town of Cobleskill.

**SUBMISSION OF MAJOR SUBDIVISION FINAL PLAT:**

Final Plat Received Date: \_\_\_\_\_ Final Plat Fee Paid Date: \_\_\_\_\_

The Planning Board has sixty-two (62) days from the official submission of the final plat to hold a public hearing or the plat will be considered approved as presented. The Planning Board may waive the requirement of a second public hearing by a formal motion.

**PUBLIC HEARING ON FINAL PLAT:**

Advertised Date: \_\_\_\_\_ Hearing Date: \_\_\_\_\_

Waiver of Second Public Hearing Date: \_\_\_\_\_

Planning Board shall take action on proposed subdivision within sixty-two (62) days. Action will be to approve, deny or approve with modifications. Failure to act in this time shall be considered approval. The time may be extended with the mutual consent of the sub-divider and Planning Board.

**ACTION OF PLANNING BOARD:**

Date of Decision: \_\_\_\_\_ Decision: \_\_\_\_\_

Modifications or Conditions:  
\_\_\_\_\_  
\_\_\_\_\_

If plat is approved with modifications the duly appointed officer of the Board will sign the plat with the modifications are made as required.

Conditional approval shall expire 180 days after approval unless the requirements have been certified as completed within that time. This period may be extended for not more than two (2) additional periods of ninety (90) days each.

Five (5) copies of the final plat, one (1) final plat shall be on drafting film along with a true copy of all offers of cessations, covenants and agreements will be presented.

Final Plat Signed Date: \_\_\_\_\_