

**TOWN OF COBLESKILL - PLANNING BOARD
MINOR SUBDIVISION REVIEW CHECKLIST**

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.

Tax Map (SBL)#: _____ Zone _____

Title of Subdivision: _____

Within Agricultural District? Yes No If yes, Ag District # _____

Are parcels an allowable use within the Zone(s)? Yes No

Are parcel(s) within the Water/Sewer District? Yes No

SEQR Provided: Short EAF Full EAF

SUBMISSION OF MINOR SUBDIVISION PRELIMINARY PLAT

Date of Submission: _____ Date of Plat: _____ Date of Meeting: _____

Name and Address of Preparer:

CHECK ITEMS WHEN COMPLETED:

<input type="checkbox"/>	Fee paid \$125, payable to Town of Cobleskill.
<input type="checkbox"/>	Title <input type="checkbox"/> Location <input type="checkbox"/> Map <input type="checkbox"/> Deed <input type="checkbox"/> Scale <input type="checkbox"/> Topography
<input type="checkbox"/>	Preparer Name, Address, Phone, Email
<input type="checkbox"/>	Owner Name
<input type="checkbox"/>	Dimensions and Bearings of all Boundary Lines
<input type="checkbox"/>	Setback Lines for Existing Zone
<input type="checkbox"/>	Septic and Water Facilities (Designed to meet Health Standards with a note on the Plat attesting to this, signed by a licensed Engineer.)
<input type="checkbox"/>	Areas in acres
<input type="checkbox"/>	Date of Plat.
<input type="checkbox"/>	North Arrow
<input type="checkbox"/>	Names of Adjoining Property Owners
<input type="checkbox"/>	Existing/Proposed Deed Restrictions
<input type="checkbox"/>	Compliance with Town of Cobleskill Highway Regulations

Additional requirements or comments:

Planning Board has forty-five (45) days to hold a public hearing on the plat which must be advertised in the paper for at least five (5) days before the hearing.

Public Hearing: Advertised Date: _____ Hearing Date: _____

**Planning Board shall take action on proposed subdivision within forty-five (45) 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 the Planning Board.

Action of Planning Board: Date of Decision: _____ Decision: _____

Modifications or conditions (the approval with modifications expires 180 days after the date of the approval if condition(s) are not met).

Date Plat Signed: _____