

MINOR SUBDIVISION APPLICATION FORM

NOTE: See Rico Land Use Code Section 524 *et. seq.* for submittal requirements, review procedures and review standards. Ten (10) copies of the application must be submitted; however, a draft submittal may first be submitted to the Town Planner along with the application fee, then any revisions may be incorporated into the ten (10) copies for Town review.

Applicant Name: _____ **Phone:** _____

Address: _____ **Fax:** _____

E-Mail Address: _____

Agent Name: _____ **Phone:** _____

Address: _____ **Fax:** _____

E-Mail Address: _____

Description of Property: _____

Number of Proposed Lots _____ **Existing Zoning Designation:** _____

Proposed Lot Sizes (indicate size of each lot): _____

Proposed Land Dedication (describe size and location): _____

Proposed Open Space designation (describe size and location): _____

Net Density (total lot area + land dedication area + open space designation area divided by number of lots): _____

Extension of Utilities: Yes _____ **No** _____

Include the following with this attachment (Note: Applicant's may request waiver of certain submittal requirements by providing a written request with reasons for waiver):

- 1. Title Certificate from title company or attorney opinion letter listing name of property owner(s), liens, easements, judgments, etc., affecting title to the property.
- 2. Statement from County Treasurer showing status of current taxes due on affected property.
- 3. Narrative indicating existing zoning and predominant existing uses within 300' of property.
- 4. If applicable, written request and explanation for any variance or waiver from submittal requirements.
- 5. Statement by the Applicant describing how the application meets applicable standards.
- 6. An Application Fee in the amount of \$650.00.

For Town Staff Only – DO NOT mark this section

Date Application Received by Town: _____

Application Reviewed by: _____

Date Application reviewed for Completeness: _____

Date of Planning Commission Hearing and Review: _____

Planning Commission Recommendation: _____

Date of Town Board of Trustee Review: _____

Town Board Decision: _____