

**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.

**Subdivision Name (Proposed):** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Agent Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Description of Property:** \_\_\_\_\_

**Number of Proposed Lots** \_\_\_\_\_

**Proposed Lot Sizes (indicate size of each lot):** \_\_\_\_\_

**Proposed Public 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 \$1,500.00.

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