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# VILLAGE OF SOLVAY APPLICATION FOR SUBDIVISION

**\*Must submit 20 copies of all applications & documentation\***

Payment Date \_\_\_\_\_

Payment/Deposit Fee includes:

A non-refundable application fee, reimbursements of all required newspaper publications notices plus any Legal and/or Engineering fees

Minor (lot line changes):	(app. fee \$250.00 plus deposit 250)	= \$ 500.00
1-3 Lots:	(app. fee \$250.00 plus deposit 1,250)	= \$1,500.00
4-5 Lots:	(app. fee \$500.00 plus deposit 5,000)	= \$5,500.00
6-10 Lots:	(app. fee \$1,000.00 plus deposit 5,000)	= \$6,000.00
11 + Lots:	(app. fee \$2,000.00 plus deposit 5,000)	= \$7,000.00

Check Correct Box:     PRELIMINARY PLAN                       FINAL PLAN

Property Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

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

Applicant (if different from Owner)

Address \_\_\_\_\_

Phone \_\_\_\_\_

Party to be contacted: ( ) Owner ( ) Attorney ( ) Architect ( ) Other

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Legal description of property(s) to be subdivided or (combined):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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1. The deed(s) to the property is recorded in the Onondaga County Clerk's Office at Book \_\_\_\_\_ at Page \_\_\_\_\_.

2. Tax Map number(s) of property to be subdivided: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Street address(s), tax map number(s) and legal description(s) of land located in the Village of Solvay which is owned by Owner and which is adjacent to land to be subdivided:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Does this application involve a simple subdivision under Chapter 159 of the Village of Solvay? Yes \_\_\_ NO \_\_\_

5. Existing encumbrances upon property to be subdivided (example: easement, restrictive covenants, etc.) (list by book, any page of recording, attached copies, and briefly describes below):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. The Plan should show, by location any book and page of recording, which portions of the property are effected by the encumbrance(s): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

7. Is any part of the property involved in this application located within 500 ft of:

- a. The boundary of the Village of Solvay? Yes \_\_\_ NO \_\_\_
- b. Any existing or proposed County or State park or other recreation area? Yes \_\_\_ NO \_\_\_

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c. Any right-of-way of any existing or proposed County or State parkway, thruway, expressway, road or highway?

Yes \_\_\_ NO \_\_\_

d. Any existing or proposed right-of-way of any stream or drainage channel lines?

Yes \_\_\_ NO \_\_\_

e. Any existing or proposed boundary of any County or State owned land on which a public building or institution is situated?

Yes \_\_\_ NO \_\_\_

f. Any farm operation located in an agricultural district, as defined by Article Twenty-five-AA of the N.Y. Agricultural and Markets Law?

Yes \_\_\_ NO \_\_\_

Note: The term "proposed" as used in this Section 15 shall have the meaning set forth in Section 239-m(1)(a) of the N.Y. General Municipal Law.

8. Is any part of the property involved in this application located within three (3) miles of the City of Syracuse? Yes \_\_\_ NO \_\_\_

(see Section 159-7(c) of the Village of Solvay Code).

9. The undersigned hereby requests the Village Board of the Village of Solvay (or for simple subdivisions, the Village of Solvay Code Enforcement Officer) to approve the Plan submitted herewith for the subdivision of the land described as paragraph "3" above.

10. The undersigned hereby certifies that:

a. The Plan complies with all applicable provision of Chapter 159 of the Village of Solvay Code.

b. The Application has submitted an Environmental Assessment Form, which may be used by the Village Board to make the required environmental determinations.

c. The Applicant will appear at the Planning Board and Village Board meetings held to consider this application.

d. The information contained herein is true, accurate and complete.

e. The Applicant and Owner hereby consent to Village Board action reverting the subject premises to its existing

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subdivision classification if the Board subsequently determines that any material statement contained in this application or any material statement made by the Applicant at any public hearing called to consider the application is false and further consents to Board action reverting the subject premises to its existing subdivision classification in the event that Applicant or Owner fails to abide by any conditions or restrictions contained herein or imposed hereafter by the Village Board.

- f. The Applicant submits to the Village Twenty (20) copies of the applicant and the Plan for which approval is being requested and two (2) copies of all other attachments (example: Grading Plan, Erosion and Sediment Control Plan, Construction Plans).

Applicant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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The undersigned, Owner(s) of the property for which approval of a Subdivision Plan is being requested, hereby consents to the filing of this Application and certifies to all information set forth in the Application.

\_\_\_\_\_  
\_\_\_\_\_

Signature of all Owners

**PERSONAL VERIFICATION OF APPLICANT:**

STATE OF NEW YORK )  
County of Onondaga )SS:

(I) (We) \_\_\_\_\_ being duly sworn, depose and say that (I am) (we are) Owner(s) of the property involved in this Application; that (I am) (we are) the Applicant(s) herein; that (I) (We) have read the forgoing Application and know the contents thereof; and that the foregoing statements and answers herein contained and information herewith submitted are in all respects true and correct to the knowledge of the Applicant(s), except as to the those matters herein stated to be alleged on information and belief, and that as to those matters Applicant(s) believe(s) them to be true.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

**CORPORATE VERIFICATION OF APPLICANT:**

STATE OF NEW YORK )  
County of Onondaga )SS:

\_\_\_\_\_ being duly sworn, depose and say that (s)he is the \_\_\_\_\_ of \_\_\_\_\_ the corporation name as the Application in the Application, and that (s)he has read the forgoing Application and know the contents thereof; and that the same is true to (his) (her) own knowledge, except as to the matters herein stated to be alleged upon information and belief, and that as to those matters (s)he believes them to be true.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Subscribed and sworn to before me

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public

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**VERIFICATION OF INDIVIDUAL OWNER:**

STATE OF NEW YORK )  
County of Onondaga )SS:

(I) (We) \_\_\_\_\_ being duly sworn, depose and say that (I am) (we are) Owner(s) of the property involved in this Application; that (I am) (we are) the Applicant(s) herein; that (I) (We) have read the forgoing Application and know the contents thereof; and that the foregoing statements and answers herein contained and information herewith submitted are in all respects true and correct to the knowledge of the Applicant(s), except as to the those matters herein stated to be alleged on information and belief, and that as to those matters Applicant(s) believe(s) them to be true.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Subscribed and sworn to before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

**VERIFICATION OF CORPORATE OWNER:**

STATE OF NEW YORK )  
County of Onondaga )SS:

\_\_\_\_\_ being duly sworn, depose and say that (s)he is the \_\_\_\_\_ OF \_\_\_\_\_ the corporation name as the owner in the Application in the Application, and that (s)he has read the forgoing Application and know the contents thereof; and that the same is true to (his) (her) own knowledge, except as to the matters herein stated to be alleged upon information and belief, and that as to those matters (s)he believes them to be true.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Subscribed and sworn to before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

617.20  
**Appendix B**  
*Short Environmental Assessment Form*

**Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<b>NO</b>
			<b>YES</b>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<b>NO</b>
			<b>YES</b>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
b. Consistent with the adopted comprehensive plan?			
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?  b. Are public transportation service(s) available at or near the site of the proposed action?  c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	NO	YES	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	NO	YES	
10. Will the proposed action connect to an existing public/private water supply?  If No, describe method for providing potable water: _____	NO	YES	
11. Will the proposed action connect to existing wastewater utilities?  If No, describe method for providing wastewater treatment: _____	NO	YES	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?  b. Is the proposed action located in an archeological sensitive area?	NO	YES	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?  b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES	
16. Is the project site located in the 100 year flood plain?	NO	YES	
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES  b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____	NO	YES	



18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO	YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO	YES
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b> Applicant/sponsor name: _____ Date: _____ Signature: _____		

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

\_\_\_\_\_  
Name of Lead Agency Date

\_\_\_\_\_  
Print or Type Name of Responsible Officer in Lead Agency Title of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer in Lead Agency Signature of Preparer (if different from Responsible Officer)