

**Ten (10) copies of this application, along with any applicable fee and ten (10) copies each of any supporting documents as required by state and local law shall be submitted ten days before the next regularly scheduled meeting to be included on the Planning Board's agenda.**

**PITTSTOWN PLANNING BOARD  
APPLICATION FOR SKETCH PLAN REVIEW  
(TOWN OF PITTSTOWN SUBDIVISION LAW §5.10)**

1. Name of Applicant(s)\_\_\_\_\_
2. Address of Applicant:\_\_\_\_\_
3. Telephone Number of Applicant:\_\_\_\_\_
4. Location of Property to be subdivided:\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
5. Tax Map Number:\_\_\_\_\_
6. Name and Address of Property Owner (if other than applicant):  
\_\_\_\_\_
7. Brief Description of Project:\_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**(Page 2 Sketch Plan Application)**

8. Attach ten (10) copies of a proposed plan based on tax map information or some other similarly accurate base map at a scale (preferably not less than 200 feet to the inch) to enable the entire tract to be shown on one sheet. The Sketch Plan shall show the following information:
  - A. The entire tract affected by the proposed subdivision.
  - B. The approximate location of all existing structures and other significant physical and topographic features presently located on the property, and the location of any registered historic sites and designated wetlands.
  - C. The name and address of the owner and those of all adjoining property owners as disclosed by the most recent tax map.
  - D. The tax map sheet, block and lot numbers.
  - E. All the utilities available, and all roads which are either existing or proposed.
  - F. The proposed pattern of lots (including approximate lot width and depth), road layout, recreation areas, and common areas, if any. Additional proposed features, such as systems of drainage, sewerage, and water supply within the subdivided area may be shown at the Subdivider's election.
  
9. Attach a statement of all existing restrictions on the use of land including easements, restrictions, or covenants.
  
10. Attach a copy of the most recent town tax bill.
  
11. Attach a copy of the current deed to the land.
  
12. Is the property in an Agricultural District?  
 No  
 Yes. If yes, an Agricultural Data Statement may have to be completed and filed during later processing of this application.

Dated: \_\_\_\_\_

**SIGNATURE OF APPLICANT(S):**

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

**\*Ten copies of this application and Sketch Plan are due ten (10) days prior to the next regularly scheduled meeting of the Planning Board.**

**Agent Authorization**

If the attached Sketch Plan Application is being submitted by any person other than the fee owner of the land to be subdivided and/or if the landowner will not appear in person before the Planning Board, the following authorization must be completed, signed by the landowner, and submitted with the application:

The undersigned \_\_\_\_\_ hereby Certify that I am (we are) the fee owner(s) of the premises described in the foregoing Subdivision Appliation and hereby appoint and authorize \_\_\_\_\_ As my (our) Agent to appear before the Town of Pittstown Planning Board in my (our) place and stead for all purposes in connection with the said Application.

Dated:

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

**PITTSTOWN PLANNING BOARD  
RECORD OF PLANNING BOARD ACTION**

1. Applicant(s): \_\_\_\_\_

2. Date Filed: \_\_\_\_\_

3. \$100.00 Fee Paid \_\_\_\_\_

4. Date of Sketch Plan Review: \_\_\_\_\_

5. Land Use District:

RA       H

6. Apparent conflicts with the Subdivision Law or other laws, rules and/or regulations, or advisory comments and recommendations Planning Board members may have to guidance in preparing a subdivision application and plat:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

7. Preliminary determination as to the classification of the proposed subdivision:

- Land Annexation – see below “Annexation Determination”
- Rural – see below “Rural Subdivision Determination”
- Simple
- Minor Non-Realty
- Minor Realty
- Major Non-realty
- Major Realty

(Page 2 Planning Board Action Form)

8. Type of Environmental Assessment Form (EAF) to be submitted by the Subdivider. A long form or Full EAF Part 1 (Pages 1 through 5) shall be required for submission of a Minor and Major Subdivision application.
- ( ) None Required
  - ( ) Short Form or Short EAF Part 1 (Page 1 only)
  - ( ) Long Form or Full EAF Part 1 (Pages 1 through 5 only)

**ANNEXATION DETERMINATION (§6.1)**

- ( ) The Planning Board has determined that the proposed subdivision set forth in the sketch plan constitutes an Annexation, and the sketch plan shall be so noted by the Chairman. No further action is required.
- ( ) Based on the sketch plan, there is a reasonable question as to whether the lands remaining following the proposed annexation will meet the minimum requirements for the construction of a single family home within the zoning district in which it is located without a variance. Accordingly, the applicant is required to provide the Planning Board with a survey showing that the remaining parcel will meet the zoning district requirements without a variance.

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Chairman

**RURAL SUBDIVISION DETERMINATION (§6.2)**

- ( ) The Planning Board has determined that the proposed subdivision set forth in the sketch plan constitutes a Rural Subdivision, and the sketch plan shall be so noted by the Chairman. No further action is required.

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Chairman