

TOWN OF CANANDAIGUA
5440 Route 5 & 20 West
Canandaigua, NY 14424
Telephone – 585-394-1120 / Fax – 585-394-9476

**NOTICE TO ALL
PLANNING BOARD APPLICANTS
FOR
CONCEPTUAL SUBDIVISION**

The applicant is responsible for the completeness of all forms for the application to be processed. All completed applications are subject to the rules and regulations as established by State of New York and the Town of Canandaigua. The Planning & Zoning Department cannot guarantee any board approvals for completed applications.

It is important that the applicant completes all of the information requested in this packet. Doing so will facilitate the review process by the Planning Board at a public meeting and will not cause unnecessary delays to either you or other applicants.

TOWN OF CANANDAIGUA
 5440 Route 5 & 20 West
 Canandaigua, NY 14424
 Telephone – 585-394-1120 / Fax – 585-394-9476

CPN # _____

CONCEPTUAL SUBDIVISION

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Subject Property(ies) Address(es): _____

Subject Property(ies) Tax Map # and Zoning District: _____

- A. What is the size (in acres or square footage) of parcel(s) to be subdivided? _____
- B. What are the exact sizes of all proposed parcels (in acres and/or square footage) (note additional lot information on a separate sheet of paper)?
 1. _____ 2. _____ 3. _____ 4. _____
- C. What is the exact width of road frontage for each proposed parcel (note additional lot information on a separate sheet of paper)?
 1. _____ 2. _____ 3. _____ 4. _____

REQUIREMENTS – PER SECTION 90-10	Must Be Shown On Survey Plat
1. Clearly designated as “conceptual” with the proposed subdivision name or identifying title.	
2. Existing general land features.	
3. Available utilities.	
4. Proposed land use.	
5. Zoning district of the subject property.	
6. Layout of lots.	
7. Traffic patterns for the development.	
Other Requirements:	
1. Date, north point, and scale. The plan shall be at a scale of no more than one hundred (100) feet to the inch.	
2. Name and address of the owner of the property.	
3. Name of engineer, surveyor, or architect responsible for the plan.	

- Planning Board members may suggest modifications to, but shall not approve or disapprove the conceptual plan or concepts represented therein.
- Comments made by individual Board members during conceptual plan review shall not be interpreted as constituting approval or disapproval by the Board nor shall they be interpreted to limit the scope of any subsequent review or approval of a derivative plan.

 Signature of the Applicant

 Date

TOWN OF CANANDAIGUA
5440 Route 5 & 20 West
Canandaigua, NY 14424
Telephone – 585-394-1120 / Fax – 585-394-9476

**PLANNING BOARD APPLICATION
CONCEPTUAL SUBDIVISION**

Permission for on-site inspection for those reviewing application: *(please circle one)* YES NO

1. Name and address of the property owner: _____

Telephone / Fax # _____ E-Mail Address: _____

2. If the applicant is someone designated by the owner of the subject property, furnish name, address, telephone number, and relationship to the property owner:

Telephone / Fax # _____ E-Mail Address: _____

3. Subject Property Address: _____

Nearest Road Intersection: _____

Tax Map Number: _____ Zoning District: _____

4. Is the Subject Property within 500' of a State or County Road or Town Boundary?

please circle one: YES NO

5. Is the Subject Property within 500' of an Ontario County Agricultural District?

please circle one: YES NO

(continued on back)

6. Description of subject parcel to be subdivided: Size: _____ acres Road Frontage: _____ ft
7. Number of proposed parcels (including subject parcel to be subdivided): _____
8. Size of all proposed parcels and road frontage for each lot (including remaining lands):

Lot #	Proposed Size	Proposed Road Frontage
1		
2		
3		
4		
5		

9. What public improvements are available? Public Sewer Public Water Public Roads

10. Describe the current use of the property:

11. Describe the proposed use of the property and nature of the proposed subdivision:

12. Is any portion of the property subject to a purchase and sale contract, option, right of first refusal, development rights agreement, lien or other encumbrance that may benefit any party other than the applicant? YES NO

If yes, then please set forth the name, address, and interest of any such party including a copy of the documents which create the potential beneficial interest.

Property Owner is responsible for any consultant fees*
 (Town Engineer, Town Attorney, etc.) incurred during the application process.
 (*See Town Clerk for current Fee Schedule)

I hereby grant my designee permission to represent me during the application process.

 (Signature of Property Owner)

 (Date)