

*VILLAGE OF MATINECOCK
INSTRUCTIONS FOR FILING AN APPLICATION FOR
PRELIMINARY SUBDIVISION or PARTITIONING APPROVAL*

Documents that MUST BE RETURNED to Humes & Wagner, LLP (The Village Attorneys) at 147 Forest Avenue, P.O. Box 546, Locust Valley, NY 11560:

- () Completed and signed original application with all supporting documents required below
- () Filing Fees and hearing deposits as follows in separate checks made payable to the Inc. Village of Matinecock:

Filing Fee: \$1,000 per lot
Hearing Deposit: \$10,000 plus \$750 per building lot
- () A completed Environment Assessment Form
- () Preliminary Plat
- () Grading and drainage plan and road profiles, if required.
- () Radius Map or photocopy of the Nassau County Land Map showing all properties within 100 feet, and the names and addresses of the owners of record.
- () Original submission with 12 copies in collated packages containing the entire submission **along with a digital copy of the entire submission in PDF format on a CD ROM or flash drive.**

File No.

Date Received:

VILLAGE OF _____
APPLICATION FOR APPROVAL OF PRELIMINARY PLAT

1. Subdivision Name: "Map of _____"
2. Property Description:
 - a) Property Location: _____
 - b) Tax Map Designation: Section: _____ Block: _____
 Lot(s): _____
3. Owner: _____
 - a) Address: _____
 - b) Phone No.: _____
4. Subdivider: _____
 - a) Address: _____
 - b) Phone No.: _____
 - c) States: Check One () Owner () Contract Vendee. If Contract Vendee, attach copy of executed contract.
5. Engineer/Surveyor: _____
 - a) Address: _____
 - b) Phone No.: _____
6. Subdivider's Attorney: _____
 - a) Address: _____
 - b) Phone No.: _____
7. Plat Details:
 - a) Area of Land: _____
 - b) Number of proposed plots: _____
 - c) Is a recharge basin required? _____
 - d) Zoning District: _____ Water District: _____
 - e) Does land shown on plat include all of the owners land in the Village? _____
 - f) Is land located within: 300 feet of Village boundary? _____;
500 feet of navigable or large body of water? _____; 100 feet of freshwater wetlands? _____.
 - g) Is any part of land under water or subject to periodic flooding?
percent _____. If so, how much? _____; area _____;

NOTE: No preliminary hearing will be held unless test hole data is shown on preliminary plat and subdivider certifies that Village Engineer and Nassau County Department of Public Works (NCDPW) have provided tentative approval of proposed drainage facilities. Before test holes are dug Village Engineer must be notified.

AFFIRMATION ON SEARCH OF
NEIGHBORING PROPERTY OWNERS

deposes and says:

That he/she is over the age of eighteen and resides at

That on the _____ day of _____, 19____, deponent searched the current Village or Town tax roll records and hereby certifies that such records show the current title owners of the above listed properties within 300 feet of the subject property.

I HAVE READ THE FOREGOING AND UNDERSTAND THAT ANY FALSE STATEMENTS MADE THEREIN ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.

Date: _____

Record Search Deponent's Signature

b) Do you wish to request a waiver of any subdivision rules and regulations or apply for any zoning variances in connection with this application? _____. If so, list and give reasons why waivers or variances are requested on attached sheet.

10. Signature and Certification:

Date:

Owner

Date:

Applicant

I have read the foregoing application and understand that any false statements made therein are punishable as a Class A Misdemeanor pursuant to Section 210.45 of the Penal Law.

Date:

Owner

Date:

Applicant

(Note: General Municipal Law of the State of New York, Section 809 enacted in 1969 requires the filing of the following completed Disclosure Statement.)

DISCLOSURE STATEMENT

_____ deposes and says:

1. FOR INDIVIDUAL

a. That I am over the age of 21 and reside at _____

b. That I am _____ of the property
(owner/contract vendee) (cross out one)
designated as Lot(s) _____ Block _____ Section _____ on the
Nassau County Land and Tax Map which forms the subject matter of this application and
am fully familiar with all the facts and circumstances hereinafter set forth.

1. FOR CORPORATION

a. That I am the _____ of the _____
(Office Held) (Name of Corp.)

and am fully familiar with all the facts and circumstances hereinafter set forth.

b. That the business address of _____
(Name of Corp.)
is _____

c. That said corporation was incorporated under and pursuant to the _____ Law of the State of _____
and is the _____ of the property designated as
(owner/contract vendee) (cross out one)
Lot(s) _____ Block _____ Section _____ on the Nassau County Land
and Tax Map which forms the subject matter of this application.

d. That the following are the names and residences of each officer, director and shareholder: (Set forth names, residences and relationship to corp.) (Add additional sheet if necessary.)

e. That the corporate stock of said corporation has not been pledged to any person nor has any agreement been made to pledge the said stock: (except: If any, set forth details.)

(Delete this page from application if not necessary.)

1. FOR PARTNERSHIP

a. That I am a _____
(partner, joint venturer, etc.)

of the _____
(name of partnership)
and am fully familiar with all the facts and circumstances hereinafter set forth.

b. That the above partnership was established in _____
(place)

on _____ and is the _____
(owner/contract vendee) (cross out one)

of the property designated as Lots _____ Block _____
Section _____ on the Nassau County Land and Tax Map which forms the subject
matter of this application.

c. That the following are the names, addresses and interests, respectively,
of all partners (joint venturers, etc.):

2. That there are no encumbrances or holders of any instruments creating an encumbrance upon the subject property (except: if any set forth details.)

3. That neither deponent nor any other person mentioned in this statement is a Village officer or employee, nor is related to a Village officer or employee. (except: If any set forth details.)

4. That no State Officer or employee or local municipal officer or employee in Nassau County or his spouse or a person by consanguinity related to either of them within the third degree is (are) the Applicant(s) or an officer, director or employee of the Applicant(s), or legally or beneficially owns or controls the corporate stock of the Applicant(s) or is a partner of the Applicant(s) or associated with the Applicant(s) in a joint venture or has an agreement with the Applicant(s), expressed or implied whereby his compensation for services is to be dependent or contingent upon the favorable exercise of discretion in the granting of the application herein. (except: If any set forth details.)

5. That in the event there is any change in the matters set forth herein prior to the public hearing relating to the property affected hereby, deponent(s) will file with the Village a supplemental statement indicating the details of such change within 48 hours of such change.

I HAVE READ THE FOREGOING AND UNDERSTAND THAT ANY FALSE STATEMENTS MADE THEREIN ARE PUNISHABLE AS A CLASS A MISDEMEANOR PURSUANT TO SECTION 210.45 OF THE PENAL LAW.

Date

Applicant(s) Signature(s)

(NOTE: If Applicant(s) is (are) contract vendee(s) a disclosure statement from the owner of the subject property is required to be filed with the application.)

AERIAL PHOTOGRAPHS

The subdivider shall provide to the Board at the preliminary hearing an aerial photograph of the proposed subdivision site and its surrounding area. The aerial photograph shall be black and white (no blue-line print), shall have a scale of not less than 1" = 200', and shall be taken within the past four (4) years of the date of the proposed preliminary hearing.

A tracing, overlay, colored lines or some other means shall be placed or marked on the aerial photograph indicating the outline of the proposed subdivision, lot lines, roads and any other features (ponds, groves of trees, stream beds, etc.) which are to be addressed or considered for preserving.