

APPLICATION FOR MAJOR -1 SUBDIVISION PRELIMINARY- TOWN OF GROTON

☐ **Sketch Classification**— No fee (an application will need to be submitted prior to 6 months after classification)

☐ **Major Subdivision Level 1** - resulting in 5 or more total lots with no streets or public facilities.

FOR OFFICE USE ONLY

Date Paid _____

Receipt # _____

Completed Application _____

Date _____

Number of proposed lots _____ Fee: \$50 +\$20 per lot 5 lots= \$150.00

Includes a residential Flag Lot(s)? ☐ No ☐ Yes - Number of Flag Lots _____

Includes a commercial Flag Lot(s) ☐ No If Yes **STOP**, this is Major Subdivision 2

Public Hearing Scheduled withing 62 days from application date ON _____ Date _____

Applicant's Name _____ Phone _____

Address _____

Landowner's Name (if different from above) _____

Landowner's Address _____

Phone _____ Landowner's Signature _____

Property Address or nearest road _____

Total number of acres affected _____ Zoning District - Check One ☐ RA ☐ L ☐ M1 ☐ M2 ☐ H ☐ I1 ☐ I2

Tax Map Number(s) _____

Easements or other restrictions on property: _____

Will the subdivision create a non-conforming lot? ☐ No ☐ Yes –

If yes, will lot be joined with a conforming lot? ☐ No ☐ Yes – explain how: _____

.....
The undersigned hereby requests approval by the Planning Board of the above identified subdivision plat.

Signature of Applicant _____ Date _____

Return form, fee, and survey or to-scale maps to Groton Town Clerk's Office, PO Box 36, 101 Conger Blvd Groton, NY, 13073

SKETCH CLASSIFICATION & REVIEW BY BUILDING/CODE OFFICE DATE _____

Road Frontage regulations met ☐ Yes ☐ No Existing Building Setbacks conform ☐ Yes ☐ No

Well & Septic Systems provisions documented, or Dept of Health permit/letter provided ☐ Yes ☐ No

Proposed flag lot(s) meet: minimum lot areas / flagpole widths? ☐ Yes ☐ No

Pole meets NYICC regs ☐ Yes ☐ No

Application will need to be referred to Tompkins County Planning for GML 239 Review: ☐ Yes ☐ No

Subdivision is a ☐ Minor 2-4 ☐ Major Level 1 ☐ Major Level 2

Action taken ☐ Refer to Planning Board & notify applicant to pay fee.

☐ Referred to applicant with suggested revisions below

ADDITIONAL DOCUMENTS REQUIRED:

Survey modifications with additional information or documents required by the Planning Board, County Planning, County Health Department or other reviewing agency also using those requested below.

- a. Proposed subdivision survey with name or identifying title, the name of the Town and County in which the proposed subdivision is located, the name and address of the owner of record, the name and address of the subdivider if different, and the name, license number, and seal of the licensed land surveyor.
- b. Street lines, pedestrian ways, lots, reservations, easements, and areas to be dedicated to public use.
- c. Sufficient data acceptable to the Town Engineer to determine readily the location, bearing, and length of every street line, lot line, and boundary line.
- d. The length and bearing of all straight lines, radii, length of curves, central angles of curves, and tangent bearings shall be given for each street. All dimensions and angles of the lines of each lot shall also be given. All dimensions shall be shown in feet and decimals of a foot. The plat shall show the boundaries of the property, location, graphic scale, and true north point.
- e. All public open spaces for which deeds are included.
- f. Documents showing the manner in which spaces reserved by the developer are to be maintained and provided for.
- g. Lots and blocks within a subdivision shall be numbered and lettered in alphabetical order in accordance with the prevailing Town practice.
- h. All lot corner markers shall be permanently located satisfactorily to the Town Engineer.
- i. Monuments of a type approved by the Town Engineer shall be set at all corners and angle points of the boundaries of the original tract to be subdivided, and at all street intersections, angle points in street lines, points of curve, and such intermediate points as shall be required by the Town Engineer.
- j. Construction drawings including plans, profiles, and typical cross-sections as required, showing the proposed location, size and type of streets, sidewalks, street lighting standards, street trees, curbs, water mains, sanitary sewers and storm drains, pavements and sub-base, manholes, catch basins, and other facilities.
- k. Water and sewer facility proposals contained in the Final Subdivision Plat shall be properly endorsed and approved by the Tompkins County Department of Health. Applications for approval on plans for sewer or water facilities will be filed by the subdivider with all necessary Town, County, and State agencies. Endorsement and approval by the Tompkins County Department of Health shall be secured by the subdivider before official submission of the Final Subdivision Plat for approval by the Planning Board.



Town of Groton

Agriculture Data District- 1

A mailed notification regarding projects such as Subdivisions, Site Plan review, a Use Variance or Special Permits located within a New York State Ag and Market District, shall be sent to Farms or Farming Operations with 500ft of the site.

Please fill out the following information for the reviewing board as well as for the clerk to comply with Town Law section 305-a.

Applicant

Owner if Different from Applicant

Name : _____	Name : _____
Address: _____	Address: _____
_____	_____

Application Type : ☐ Special Use Permit ☐ Site Plan Approval ☐ Use Variance
☐ Subdivision Approval

Description of the Project: _____

Project Location: _____ Tax Parcel #: _____

Is Project Parcel Actively Farmed ? ☐ Yes ☐ No

List all farm operations within 500ft of your parcel. Attach sheets if necessary

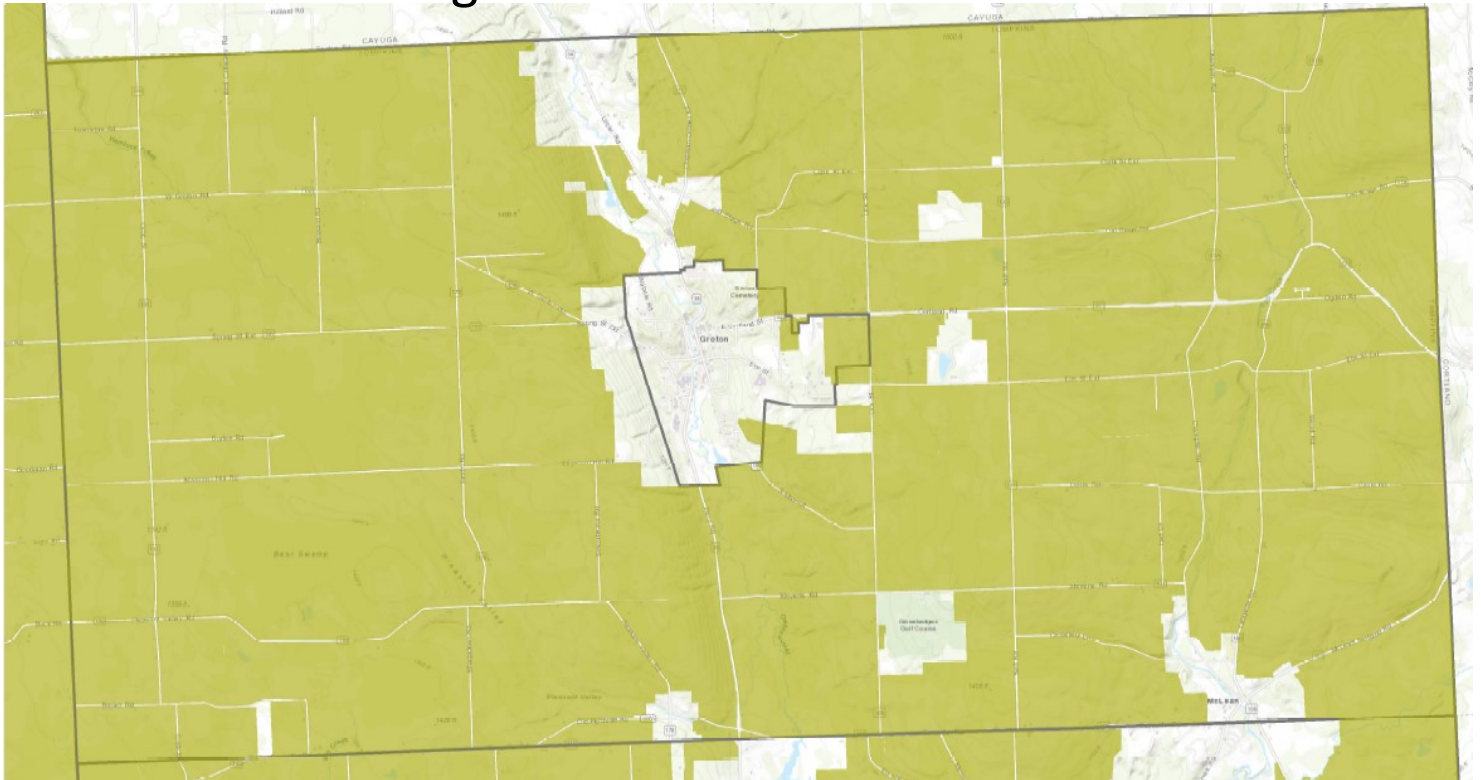
Name : _____	Name : _____
Address: _____	Address: _____
_____	_____
Name : _____	Name : _____
Address: _____	Address: _____
_____	_____
Name : _____	Name : _____
Address: _____	Address: _____
_____	_____

Reviewed By: _____

Municipal Official

Signature of Applicant/ Owner (if not the Applicant)

Town of Groton Agriculture District—1



Agriculture & Markets Law Section 308 Right to farm

Legend

- Agricultural District 1 (2020)
- Agricultural District 2 (2016)
- Municipal Boundaries

a. The commissioner shall, in consultation with the state advisory council on agriculture, issue opinions upon request from any person as to whether particular agricultural practices are sound.

b. Sound agricultural practices refer to those practices necessary for the on-farm production, preparation and marketing of agricultural commodities. Examples of activities which entail practices the commissioner may consider include, but are not limited to, operation of farm equipment; proper use of agricultural chemicals and other crop protection methods; direct sale to consumers of agricultural commodities or foods containing agricultural commodities produced on-farm; agricultural tourism; “timber operation,” as defined in subdivision fourteen of [§ 301 \(Definitions\)](#) and construction and use of farm structures. The commissioner shall consult appropriate state agencies and any guidelines recommended by the advisory council on agriculture. The commissioner may consult as appropriate, the New York state college of agriculture and life sciences and the U.S.D.A. natural resources conservation service, and provide such information, after the issuance of a formal opinion, to the municipality in which the agricultural practice being evaluated is located. The commissioner shall also consider whether the agricultural practices are conducted by a farm owner or operator as part of his or her participation in the AEM program as set forth in [article 11-A \(Agricultural Environmental Management\)](#). Such practices shall be evaluated on a case-by-case basis.

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.

Part 1 - Project and Sponsor Information			
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.			NO
			YES
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:			NO
			YES
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? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
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
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE 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)

TO BE COMPLETED BY PLANNING BOARD CHAIR

Have all required documents been provided? ☐ Yes ☐ No

Have any required modifications been made? ☐ Yes ☐ No ☐ N/A

Have any outside agency modifications been implemented ☐ Yes ☐ No ☐ N/A

Tompkins County Planning referral

Response received or has 30 days elapsed without a response? ☐ Yes ☐ No

Were official recommended modifications made by County Planning? ☐ Yes ☐ No

If yes, has Board ☐ incorporated modifications or ☐ chosen to act contrary to recommendations

(Note: Acting contrary requires a vote of the majority of all members of board plus one for approval.)

Was application referred to Groton, County or State Highway Department? ☐ Yes ☐ No

If yes, was response received or has 30 days elapsed without a response? ☐ Yes ☐ No

If yes, were official recommended modifications made by Highway Department? ☐ Yes ☐ No

If yes, has Board ☐ incorporated modifications or ☐ chosen to act contrary to recommendations

(Note: Acting contrary requires a vote of the majority of all members of board plus one for approval and detailed resolution stating why Board is acting contrary to County Planning's recommendations.)

SEQR completed during Preliminary Review? ☐ Yes ☐ No

If no, SEQR must be completed before final approval.

Final Determination ☐ Negative ☐ Conditional Negative ☐ Positive

(Note: Positive and Conditional Negative will require further review.)

If subdivision includes flag lot(s) are minimum lot areas and flagpole widths met? ☐ Yes ☐ No

Is the Planning Board requiring modifications to the Final Plat? ☐ Yes ☐ No

(Note: If yes, a detailed resolution must state required modifications.)

Is the Planning Board authorizing a waiver of any subdivision requirements? ☐ Yes ☐ No

(Note: If yes, a detailed resolution must reflect specific character and extent of requirements waived.)

Is the Planning Board requiring a bond? ☐ Yes ☐ No If yes, amount of bond \$ _____

Additional Comments:

Will there be a Public Hearing on the Final Plat? ☐ Yes ☐ No

If yes, Public Hearing Date _____ at _____ pm

Action taken on Final Plat Application ☐ Approved ☐ Conditionally Approved ☐ Denied

Signature of Chair _____ Date _____