

Village of Victor, New York  
**APPLICATION for the APPROVAL of a MINOR SUBDIVISION**

**Application Fee for Minor Subdivision is \$50.00** plus all legal and engineering costs, plus the costs of a public hearing if necessary, incurred by the Village in the review of the application. Minor Subdivision is four (4) lots or less.

The Applicant shall submit a plan to the Planning Board at least **three (3) weeks prior** to the Planning Board's meeting.

Name of Applicant: \_\_\_\_\_  
(Please Print)

Address of Applicant: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Cell #: \_\_\_\_\_

**APPLICANT'S PROPOSED ACTION:**

- Residential Standard Subdivision
- Commercial/Industrial Subdivision
- Subdivision Amendment

Proposed name of subdivision: \_\_\_\_\_

**Address of Site of Proposed Subdivision:** \_\_\_\_\_  
(As listed in the Assessor's Records)

Village tax map # of property: \_\_\_\_\_

**NOTE: If Applicant is not owner, the owners consent must be given in writing or a purchase agreement must be attached to this application.**

Name of current owner of property: \_\_\_\_\_

Address of current owner: \_\_\_\_\_

Current Easements or Deed Restrictions on the property: \_\_\_\_\_  
\_\_\_\_\_

Proposed Easements: \_\_\_\_\_

Present Zoning of the property:  R1       R2       R3       HR-2  
 SC-1, 2 or 3       Industrial       Business

Has any change in this zoning been requested? \_\_\_\_\_ If so, give details \_\_\_\_\_

If not, do you contemplate any future requests for change in zoning? \_\_\_\_\_  
\_\_\_\_\_

Minor Subdivision layout covers: \_\_\_\_\_ acres      Number of lots proposed: \_\_\_\_\_

Length of new street(s): \_\_\_\_\_ feet: \_\_\_\_\_

Access to:       State Highway       Village Street       Town Road

Name of Engineer: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address of Engineer: \_\_\_\_\_

Village sewer extension proposed?       YES       NO

Village water extension proposed?       YES       NO

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

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**Information required for Minor Subdivision:**

The information listed below is required by the Village of Victor Planning Board prior to an application being deemed "complete".

A completed application **must** be received by the Secretary to the Planning Board **three (3) weeks prior** to a regularly scheduled Planning Board meeting.

**This checklist is for official use only. It should be used as a guide for the applicant.**

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**MINOR SUBDIVISION PLAN SHOWING THE FOLLOWING:**

- Six copies of the Plan – One copy full size (not more than 34" x 44")  
- Five copies 11" x 17" for use by each Board Member in the review of the project.
- Scale (1"=20'); North Arrow
- Lots Numbered
- Written and clear statement of subdivider's intent
- Tax map with proposed subdivision outlined
- Owners of adjacent lands
- Existing site features including bodies of water, water courses, swamps, creeks, springs and woods
- Covenants, Easements or Deed Restrictions affecting the proposed subdivision
- Proposed source of water supply
- Nearest Hydrant
- Driveways
- Adjacent Roads; Pavement; Ditches; Right-of-way
- Features to be retained
- Features to be removed - US Geological Survey Map may be used, **IF ENLARGED**
- Easements provided for all dedicated facilities located outside road right-of-way
- Easement descriptions
- Bearing and distances for easements shown on plan
- Zoning districts outlined within the parcel
- Subdivision Name
- Name, Address and Signature of Owner
- Name, Address and Phone number of Person Subdividing
- On each page provide a 3" x 5" block on right side of plan for Village use with a heading "Final Subdivision" with two signature lines: Village Engineer and Planning Board Chairperson
- Completed SEQR (Short Environmental Quality Review) form
- Fee included

**Do not write below this line**

FEE PAID: \$50.00

Cash or Check # \_\_\_\_\_



DATE RECEIVED by the SECRETARY of the PLANNING BOARD: \_\_\_\_\_

DATE of SCHEDULED PLANNING BOARD REVIEW: \_\_\_\_\_

PUBLIC HEARING SCHEDULED FOR: \_\_\_\_\_

ONTARIO COUNTY PLANNING BOARD REVIEW NECESSARY:  YES  NO

DATE of ONTARIO COUNTY PLANNING BOARD REVIEW: \_\_\_\_\_

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Chairperson, Planning Board

Minor Subdivision Approval - Resolution # \_\_\_\_\_