



# BUILDING DEPARTMENT

TOWN OF COLONIE

PUBLIC OPERATIONS CENTER

347 OLD NISKAYUNA ROAD

LATHAM, NEW YORK 12110-2286

(518) 783-2706

## RESIDENTIAL ZONING VERIFICATION – SUBDIVISION

APPLICATION FOR ZONING VERIFICATION FOR A SUBDIVISION OF LAND  
(SUBMIT TO TOWN OF COLONIE BUILDING DEPARTMENT)

THIS FORM WILL BE ON FILE IN THE BUILDING DEPARTMENT FOR 1 YEAR

THIS FORM IS TO BE USED IF YOU PROPOSE A RESIDENTIAL SUBDIVISION.  
ANOTHER FORM IS AVAILABLE IF YOUR PROPOSAL IS FOR SOMETHING BESIDES A SUBDIVISION.

Any proposal which requires a Town of Colonie Building and Zoning Permit or an approval issued by the Town of Colonie Planning Board/Department must first be reviewed by the zoning enforcement officer of the Town of Colonie to determine whether the proposal violates any provision(s) of the Town of Colonie Zoning Law. The officer's determination is based upon the information submitted on this form and such determination is subject to review and change if the project is modified at a subsequent date. The officer reserves the right to request further information if it is deemed necessary. A disapproval of the application by the zoning officer means the project, as designed, cannot proceed for the means provided. If you the applicant disagree with the zoning officer's determination you may appeal said determination to the Town of Colonie Zoning Board of Appeals. The applicant further agrees and understands that a new "Application for Zoning Verification" may have to be submitted if the applicable zoning laws change before the proposed action is completed.

### 1. GENERAL INFORMATION (MUST BE TYPEWRITTEN OR PRINTED LEGIBLY)

Address of site of proposed subdivision:

Number Street City State Zip Code

Name of Applicant: \_\_\_\_\_

Address of Applicant:

Number Street City State Zip Code

Applicant's telephone numbers: W \_\_\_\_\_ Cell \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Person's Address

Number Street City State Zip Code

Contact Person's telephone numbers: W \_\_\_\_\_ Cell \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Address of Property Owner: \_\_\_\_\_

Number Street City State Zip Code

Property Owner's telephone numbers: W \_\_\_\_\_ H \_\_\_\_\_

### 2. FEE

A non-refundable fee is required at time of application or when processed and ready for pickup.

Minor Subdivision (1 – 4 lots) \$ 50.00 Check # \_\_\_\_\_ Cash \_\_\_\_\_

Major Subdivision ( over 4 lots) \$100.00 Check # \_\_\_\_\_ Cash \_\_\_\_\_

### 3. PLOT PLAN

A plot plan with the following information must be submitted with this application. Failure to provide the required information will result in denial of this application for zoning verification.

- zoning district boundaries within 300 ft. of site
- outside boundary of the parcel(s) to be subdivided
- boundary of all proposed lots
- typical lot layout with setbacks
- building setback line(s) and distance from front property line to the building setback line
- proposed streets / existing public highways
- right of way of all streets affected by project or to be constructed
- a note describing the scale used
- proposed street names
- proposed lot numbers
- any existing buildings, with setback dimensions to any new lot or street line
- area of each proposed lot (sq. ft.)
- width of lot at front property line and also at front setback line
- any proposed signs
- title block with name of subdivision and date of map
- north arrow

4. APPLICANT'S PROPOSED SUBDIVISION:

Describe Present Use: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Describe the proposed subdivision in detail: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. SITE STATISTICS:

How many existing parcels comprise the project site? \_\_\_\_\_

Total number of parcels after subdivision? \_\_\_\_\_

The project site is located in what zoning district(s)? \_\_\_\_\_

(Refer to Town of Colonie Zoning Map/Laws)

Total area of existing parcel(s): acres \_\_\_\_\_, and square feet \_\_\_\_\_

Proposed Lots:

Maximum lot size: square feet \_\_\_\_\_

Minimum lot size: square feet \_\_\_\_\_

APPROVED/DISAPPROVED

Proposed Streets:

Are streets proposed to be constructed? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, is the parcel on a dedicated street? Yes \_\_\_\_\_ No \_\_\_\_\_

What is the minimum right-of-way width proposed? \_\_\_\_\_ feet

What is the minimum frontage on a street a proposed lot will have? \_\_\_\_\_ feet

Buildings:

For Residential Subdivisions, what type of units will be constructed?

\_\_\_\_\_ Single Family Cluster \_\_\_\_\_ Single Family \_\_\_\_\_ Two Family

How many residential units are proposed? \_\_\_\_\_

What is the density? (Units per acre) \_\_\_\_\_

What is the maximum height of any building to be constructed? \_\_\_\_\_ feet

(If known at this time) \_\_\_\_\_ stories

SIGNATURE OF APPLICANT: \_\_\_\_\_

PRINTED OR TYPED COPY OF SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_

XXXXXXXXXXXXXXXXXXXXXXXXX FOR OFFICIAL USE ONLY XXX XXXXXXXXXXXXXXXXXXXXX

I, \_\_\_\_\_, zoning officer of the Town of Colonie do hereby find that the proposed action as described above, and in any attachments hereto,

IS IN ACCORDANCE \_\_\_\_\_ APPROVED DATE \_\_\_\_\_  
SIGNATURE OF ZONING OFFICER

IS NOT IN ACCORDANCE \_\_\_\_\_ DISAPPROVED DATE \_\_\_\_\_  
SIGNATURE OF ZONING OFFICER

With the Chapter 190 of the Colonie Land Use Law that are effective as of this date.

Are there easements on the property	Yes ___ No ___	Was the parcel created or divided since 1966	Yes ___ No ___
Parcel in/near a floodplain	Yes ___ No ___	Is a protected watercourse on/near the property	Yes ___ No ___
Parcel in/near a wetland	Yes ___ No ___	Is existing use nonconforming	Yes ___ No ___
Variance granted on property	Yes ___ No ___	Subdivision of record on file	Yes ___ No ___
Copy of Assessor's card(s) attached	Yes ___ No ___	Existing violation or outstanding permit	Yes ___ No ___
Copy of County Tax Map	Yes ___ No ___		

YES NO VIOLATION - CHAPTER 190-8 (BUILDING PERMITS REQUIRED)  
  CONSTRUCTION STARTED WITHOUT OBTAINING ZONING AND BUILDING PERMIT.

TO THE APPLICANT:

You may now file an:

\_\_\_\_\_ Application for Subdivision Approval (Planning and Economic Development)

\_\_\_\_\_ Application for a Zoning Variance or Interpretation (Zoning Board of Appeals)

\_\_\_\_\_ Application for a Special Use Permit