



TOWN OF NEW PALTZ PLANNING BOARD

WETLANDS & WATERCOURSE REFERRAL LONG FORM APPLICATION

NOTE: This application is required to be submitted to the Town of New Paltz Planning Board when the Town's Wetland Inspector has issued a **Notice of Determination (NOD)** indicating additional review is required of the proposed work in a regulated wetland area.

Date of Application: _____ Application Fee: \$250 File No. PB _____

Section: _____ Block: _____ Lot: _____ Zoning District: _____

Address of Parcel: _____

Owner's Name/Telephone No.: _____

Applicant's Name (if not owner): _____

Applicant's Contact (Telephone No. and Email): _____

Description of proposed work: _____

Reason(s) why proposed work cannot be performed in an alternate location of the parcel:

NOTE: the Town of New Paltz has a Natural Resources Inventory interactive mapping tool:

<https://newpaltzencb.maps.arcgis.com/apps/MapSeries/index.html?appid=5d9facd3b04c45469a89a66084d9ce7a>

The applicant must also include with this application four (4) paper copies and PDFs of the following:

- 1.) Previously submitted wetlands and watercourse referral short form.
- 2.) Town of New Paltz Wetland Inspector Notice of Determination

- 3.) [Short Environmental Assessment Form \(SEAF\) Part 1](#)
- 4.) Project location map showing approximate boundaries of the property in relation to surrounding roadways on a USGS or NYSDOT topographical map have a scale of no less than 1" = 2,000 feet.
- 5.) A detailed survey map, at a scale of no greater than 1" = 100 feet, which shall be certified by an engineer, architect, land surveyor or landscape architect licensed in the State of New York, to include:
- a.) All existing structures and improvements, natural features such as woodlands, and stone walls, drainage structures, wells and septic systems located on the property within 250 feet of proposed regulated activities.
 - b.) Contour lines at two-foot intervals in the regulated area to be disturbed, depicting existing and proposed topographic conditions;
 - c.) The boundaries of any one-hundred-year flood plain; and
 - d.) All proposed site improvements, including structures and roads, grading, drainage, and excavation plans.
- 6.) A regulated area delineation report and map in accordance with the standards set forth in [§139-13](#), boundary delineation methodology, of this chapter, prepared by USACE, by NYSDEC or by a wetland delineator, as defined in [§139-4](#) of this chapter.
- 7.) Copies of all applicable local, county, state, and federal permits or other permit application required for the proposed activities.
- 8.) Any additional information pursuant to [§139-12\(C\)](#) that may be required for proper review of the application by the Planning Board.
- 9.) Fee as established by the Town Board pursuant to §139-12(B)(1).

Signature of Applicant: _____ Date: _____

NOTE: See attached Owner's Affidavit form which is required to be submitted with this application.

OWNER'S AFFIDAVIT

The undersigned states and declare(s) that:

1. I am the owner of property ("the Property") located at:

Street Address: _____

Tax Map Section-Lot-Block No. _____

2. I have attached a copy of the deed giving me a fee title interest in the Property, which is recorded in the Office of the Ulster County Clerk at 244 Fair Street, 2nd Floor, Kingston, NY 12401.

3. I am making, or if I am not the applicant, have agreed and consented to allow: _____
_____ to make an application to the Town of New Paltz for land use approval(w) from the Town of New Paltz Planning Board and/or Zoning Board of Appeals that will, if granted benefit the Property.

4. I have the legal right to make or authorize the making of said application.

5. To the best of my knowledge and belief, the statement made in that application are true and correct.

6. I hereby authorize _____ to act as my representative in all matters regarding said application(s).

7. I expressly grant permission to the Planning Board/Zoning Board of Appeals and its authorized representatives to enter upon the Property, at all reasonable times for the purpose of conducting inspections and becoming familiar with site conditions. I acknowledge and agree that I may revoke this grant of permission **in writing**, and that such revocation will constitute an immediate withdrawal of my land use application(s) and no further action will be taken until or unless a new application is submitted to, and accepted by, the Town of New Paltz Building Department.

8. I acknowledge and agree that the Town of New Paltz may incur substantial costs in review of any land use application, and that the applicant and the property owner are jointly and severally responsible for the payment of all application fees, application review fees, and inspection fees incurred by the Town during the review of this application, including all reasonable engineering, legal and consultant review fees and related costs, that are necessary for the complete and proper review of this application, including environmental review fees.

Applicant's Signature: _____ Print Name: _____

9. I acknowledge and agree that while the Town will endeavor to have the person or entity who made the land application reimburse the Town for those fees, costs, or other expenses, in the event that they are not promptly paid, the owner is responsible if they are not promptly paid by the applicant, and if they are not promptly paid by the owner, the Town Board may determine that the fees, costs, or other expenses paid by the Town for which the Town has not been reimbursed shall be assessed, levied and collected as provided in Article VIII of Chapter 127 of the Town Code, and impose such costs upon the Property in the same manner as a Town tax.

10. Under penalty of perjury I declare that I have examined this affidavit and that it is true and correct.

Owner Signature: _____ Date: _____

Print Name/Title: _____

STATE OF _____)
)ss.:
COUNTY OF _____)

On ____ day of _____, 202____, before me, the undersigned, a Notary Public in and for said State, personally appeared _____, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/h/er/their capacity, and that by his/her/their signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

Notary Public