TOWN OF BRISTOL

Ontario County, New York

APPLICATION F*OR LOT LINE ADJUSTMENT*

Lot Line Adjustment: The adjusting of common property line(s) or boundaries between adjacent lots, tracts, or parcels for the purpose of accommodating a transfer of land, rectifying a disputed property line location, or freeing such a boundary from any difference or discrepancies.

Contact Information:

Town of Bristol Code Enforcement Officer
Phone: (585) 229-2440
FAX: (585) 229-4319
E-Mail: brcodes@frontier.com

GENERAL INFORMATION:

Planning Board Fees: $ 5 0. 0 0
(Plus all Legal and Engineering costs incurred by the Town in the review of this Application)

Plans, maps and completed application must be submitted to the Code Enforcement Office no later than two (2) weeks prior to a scheduled Planning Board meeting (Board meets the first Monday of each month at 7:00 P.M. in the Bristol Town Hall)

MAPS REQUIRED:

One Mylar of Survey Map
Seven paper copies of Survey Map:
Mylar and 2 paper copies to be filed with County Clerk
0 ne copy for Planning Board Files
One copy for Applicant
One copy for Highway Department
One copy for Zoning Office
(One additional paper copy may be needed if it is necessary to send application to Ontario County Planning Board)

NOTE:
Part 1 of the Environmental Assessment Form must be completed by the applicant and accompany the application. (Part 617 of the Environmental Conservation Law- State Environmental Quality Review, or SEQR)

Map must bear the following statement:
"The Town of Bristol is not responsible for the quality or quantity of water".

. As stated in the ***Right to Farm Law of the Town of Bristol (Local Law 2001),*** the following will be stamped on all lot line adjustment maps:

"It **is the policy of this State and the Town of Bristol to conserve, protect and encourage the development and improvement of agricultural land for the production of food and other products, and also for its natural ecological value. This notice is to inform prospective residents that the property they are about to acquire lies partially or wholly in, or within 500 feet of, either an agricultural district or land for which an individual commitment has been received pursuant to Section 305 or 306 of the Agriculture and Markets Law of the State of New York, and that farming activities may include, but not be limited to activities that cause noise, dust and odors."**

Date:_____

Applicant Name and Address	Applicant Name and Address
Phone No. (H} Phone No. (W} Cell Phone:	Phone No. (H} Phone No. (W} Cell Phone

Fee Paid: $_____

Date Paid:_____

Rec. By: _____

Application for Lot Line Adjustment

Applicant's Name:_____ Phone No.:_____

Address: _____ Cell Phone:_____

_____ ZIP Code:_____

_____

Signature of Owner_____

Applicant's Name:_____ Phone No.:_____

Address:_____ Cell Phone:_____

Zip Code:_____

_____

Signature of Owner_____

Consent has been granted by the owners for this Application? __Yes __No Tax Map No._____
Proof of consent must be supplied

Acreage in Lot line adjustment:_____ Zoning District:_____

Location of Lot line adjustment_____

Name of Lot line adjustment : _____

Type of Lot line adjustment: Residential Commercial Industrial

Current Easements: __ Yes __ No Brief Description of Easements: _____

Proposed Easements:_____ Brief Description:_____

Deed Restrictions on Property:_____ Brief Description._____

Name and Address of Engineer/Licensed Surveyor:_____

Phone No:_____ _____ZIP_____

Name and Address of Attorney: _____

Phone No:_____ _____.ZIP_____

INFORMATION REQUIRED FOR LOT LINE ADJUSTMENT

Prior to the Planning Board review and approval: the map presented shall have a statement stating the total acreage owned by each applicant prior to the lot line adjustment, the amount of acreage in the lot line adjustment and the final acreage owned by each land owner after the adjustment has been completed.

Tape Maps or Survey Maps used for purposes of transfer of ownership or mortgage shall be provided with the application, where available. These maps may also be used, where appropriate, as part of the Lot line adjustment Plat.

The information listed below is required by the Town of Bristol Planning Board prior to an application being deemed "complete". This checklist is for official use only. It should be used as a guide for the applicant. It is suggested that the applicant have an informational meeting with the Planning Board prior to submitting an application to determine if some of the requirements below can be modified or waived for a lot line adjustment application.

Refer to Zoning Ordinance of the Town of Bristol, Article Eleven, for uses, setbacks, and other regulations as pertains to each zoning district.*

Lot Line Adjustment shall show or be accompanied by the following information:

1. Proposed lot line adjustment name or identifying title.

2. Date, north point and scale. The plan shall be at a scale of no more than one hundred (100) feet to the inch. All plats shall be on sheets no smaller than 8 ½" x 11" and no larger than 34" x 44" overall.

3. Dimensions shall all be shown in feet and in hundredths of a foot.

4. Name of owner of the property.

5. Name and seal of engineer, surveyor, or architect responsible for the plan.

6. Width and location of all private driveways.

7. All buildings within 75 feet of the lot line adjustment

8. Wells and septic system on this and contiguous properties within 100 feet of the lot line adjustment.

9. Delineation of limits of any land to be disturbed in any manner including areas to be cut, filled, excavated, or graded and contours, both existing and proposed at vertical intervals of no more than two (2) feet for areas within such limits.

10. Contours at vertical intervals *of five(5) feet* as determined from a topographic survey map of the U.S. Geological Survey. In the case of steep or unusual tracts, the Planning Board may require contours at such lesser intervals as it finds necessary for study and planning of the tract.

11. Location and description of all swales, ponds, basins, fences, dikes or other devices required to control soil erosion and sedimentation within 50 feet of the lot line adjustment.

12. All existing watercourses and other significant natural features within 100 feet of the lot line adjustment.
13. All existing streets on or adjacent to the tract, including names, right-of-way widths and pavement widths.

14. All existing property lines, easements and rights-of-way, with appropriate Liber and Page and the purpose for which the easements or rights-of-way have been established.

15. Location and width of proposed streets, rights-of-way, easements and proposed lot lines and setbacks.

16. Sufficient data to readily determine the locations, bearings and length of every street, easement, lot and boundary line and to reproduce such lines on the ground including:
    - The length of all straight lines, radii, lengths of curves and tangent bearings for each street, and
    - All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

17. Permanent reference monuments shall be shown.

18. The location and width of all proposed driveway intersections with streets and sight distances therefrom. Suitable means of access must be shown for each lot unless lot is annexed to an existing parcel.
    - Driveway locations for all residential uses along State, County or Town roads shall require a driveway permit and/or a highway work permit prior to approval.
    - All uses on all parcels in all zoning districts in the Town of Bristol must locate driveways in such a manner as to comply with the table of safe sight distances. All signage associated with the table shall comply with the most recent edition of the Manual of Uniform Traffic Control Devices.

19. Wherever practicable, the names of owners of all abutting un-plotted land and the names of all abutting lot line adjustments.

20. Copies of proposed deed restrictions, if any, shall be attached to the preliminary plan.

21. Other improvements or modifications required by the Planning Board in the resolution granting preliminary/final approval.

REGULATIONS REGARDING LOT LINE ADJUSTMENTS:

Article 1 General Provision for Minor Subdivision Regulations and Lot Line Adjustment:

The provisions contained herein shall apply to all land within the corporate limits of the Town of Bristol, All Minor Subdivisions and Lot line adjustments of land within the town shall be designed and submitted for approval in compliance with the standards and procedures set forth. Minor Lot line changes, which do not create a new Lot will be reviewed administratively by the Planning Board and may or may not require a public hearing as determined by the Planning Board.

APPLICANT: DO NOT WRITE BELOW THIS LINE.

Date received by Chairperson or Secretary of the Planning Board:_____

Date of scheduled Planning Board Review:_____

I certify that this Application is in compliance with the rules and regulations known as ***Regulations for Minor Subdivision and Land Development for the Town of Bristol***

Comments:

Date:_____ _____

Chairperson or Secretary of Planning Board

Public Hearing scheduled for:_____(if applicable)

County Planning Board Review necessary? ___ Yes _ No

Date of County Planning Board review:_____

INFORMATIONFORAPPLICANT:

Ontario County Clerk's Office requirements for filing Subdivision and or Lot Line Adjustment Maps:

When a subdivision map/lot line adjustment is presented for filing, the following is required:

1. A Mylar or linen plus two (2) paper copies.
2. The surveyor's signature and seal.
3. An original County Tax Search or an original or copy of a tax search of an abstract and title company, showing taxes paid.

The above apply to any subdivision, re-subdivision, amended subdivision, and lot line adjustment filed.

FROM TOWN OF BRISTOL SUBDIVISION REGULATIONS:

"Filing of Approved Final Plat for Minor Subdivision/Lot Line Adjustment:

Upon completion of all requirements set forth in the action approving the final plat and notation to that effect upon the final plat, it shall be deemed to have final approval and shall be properly signed by the appropriate officers of the Planning Board. The plat shall then be filed by the applicant in the Office of the Ontario County Clerk. Any final plat not so filed and recorded within sixty (60) days of the date on which said plat is approved or considered approved by reasons or failure of the Planning Board to act, shall become null and void unless the particular circumstances of said applicant warrant the Planning Board granting an extension, which shall not extend two (2) additional periods of ninety (90) days."

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:	

	NO	**YES**
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.		
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: Planning Board of the Town of Bristol parcel combination document		

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.

Urban Rural (non-agriculture) Industrial Commercial Residential (suburban)
Forest Agriculture Aquatic O0ther (specify): _____
Parkland

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations?			
b. Consistent with the adopted comprehensive plan?			
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?		NO	YES
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?			
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: well		NO	YES
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: seolic svstem		NO	YES
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?		NO	YES
b. Is the proposed action located in an archeological sensitive area?			
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?		NO	YES
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:			
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: Shoreline Forest Agricultural/grasslands Early mid-successional Wetland 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? NO YES		NO	YES
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: NO YES			

	NO	YES
18. Does the proposed action include construction or other activities that result in the impoundment of water or either liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____		
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 TBE 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 I 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 waste water 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 to 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 Officer in Lead Agency	Title of Responsible Officer
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)