

Village of New Hempstead  
108 Old Schoolhouse Road  
New City, NY 10956  
845-354-8100

FINAL PLAT - APPLICATION CHECKLIST

SUBDIVISION: \_\_\_\_\_

\_\_\_\_\_ 2 ORIGINAL COPIES:

APPLICATION FOR PRELIMINARY PLAT APPROVAL

AFFIDAVIT PURSUANT TO SECTION 809 OF THE GENERAL MUNICIPAL LAW

AFFIDAVIT OF OWNERSHIP

AFFIDAVIT OF ADJOINING PROPERTIES WITHIN 500 FEET OF THE PROJECT

DESIGNATION OF APPLICANT'S AGENT

\_\_\_\_\_ No. 10 stamped envelopes addressed to each of the owners of property within 500 feet of the perimeter of the subdivision.

\_\_\_\_\_ Check PAYABLE TO THE "VILLAGE OF New Hempstead" Certified or Attorney's check per Fee Schedule

\_\_\_\_\_ 2 copies of Engineer's Cost Estimate

\_\_\_\_\_ 16 copies of project Narrative

\_\_\_\_\_ 16 copies of Response to Preliminary Plat GML

\_\_\_\_\_ 16 copies of the preliminary plat

\_\_\_\_\_ 16 copies of the site plan

\_\_\_\_\_ 16 copies of the building floorplans and elevations

\_\_\_\_\_ Environmental Assessment Form (EAF)- <https://dec.ny.gov/regulatory/permits-licenses/segr>

Village of New Hempstead  
108 Old Schoolhouse Road  
New City, NY 10956  
845-354-8100

Date: \_\_\_\_\_

To: Planning Board

APPLICATION FOR FINAL PLAT APPROVAL

1. Name of Subdivision \_\_\_\_\_

2. Name of Appllcaiton \_\_\_\_\_ Phone# \_\_\_\_\_

3. Name if local Rockland County agent \_\_\_\_\_

Address \_\_\_\_\_  
(Street # & Name) (Post office) (State) (Zip code)

4. Owner of Record \_\_\_\_\_ Phone# \_\_\_\_\_

Address \_\_\_\_\_  
(Street # and Name) (Post office) (State) (Zip Code)

5. Land Surveyor \_\_\_\_\_ Phone# \_\_\_\_\_

Address \_\_\_\_\_  
(Street # and Name) (Post office) (State) (Zip Code)

6. Attorney \_\_\_\_\_ Phone# \_\_\_\_\_

Address \_\_\_\_\_  
(Street # and Name) (Post office) (State) (Zip Code)

7. Subdivision location: On the \_\_\_\_\_ Side of \_\_\_\_\_ Feet \_\_\_\_\_ of \_\_\_\_\_  
(Street) (Direction)

8. Postal Delivery area \_\_\_\_\_ School District \_\_\_\_\_

9. Total acreage \_\_\_\_\_ Zone \_\_\_\_\_ Number of Lots \_\_\_\_\_

10. Tax map designation: Section \_\_\_\_\_ Lot(s) \_\_\_\_\_

11. Is any open space being offered as part of the subdivision application \_\_\_\_\_ ?

If so, what amount? \_\_\_\_\_

12. Is Any Variance from the subdivision regulations requested? \_\_\_\_\_

13. Has the zoning board of appeals granted any variance or special permit concerning this property?

\_\_\_\_\_ if so, list case# and Name \_\_\_\_\_

14. Date of Sketch Plat Approval \_\_\_\_\_

15. Date of Preliminary Plat Approval \_\_\_\_\_

16. Have any changes been made since this Plat was last before the Planning Board? \_\_\_\_\_

List all Contiguous holdings in the same ownership (as defined in the Ramapo Zoning Ordinance).

Section \_\_\_\_\_ Lot(s) \_\_\_\_\_

Attached hereto is an affidavit of ownership indication the dates the respective holdings of land were acquired, together with the liber and page of each conveyance into the present owner as recorded the Rockland County Clerk's Office, this affidavit shall indicate the legal owner of the property, the contract owner of the property and the date the contract Was executed.

IN THE EVENT OF CORORATE OWNERSHIP: A list of all directors, officer and stockholders of each corporation owning more than five (5%) of any class of stock must be attached

State of New York            )  
County of Rockland        )     SS.:  
Town of Ramapo            )  
Village of New Hempstead )

I, \_\_\_\_\_, Hereby depose and say that all the above statements are the statements contained in the paper submitted herewith are true.

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

Owner: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AFFIDAVIT PURSUANT TO SECTION 809 OF THE GENERAL MUNICIPAL LAW

Village of New Hempstead  
108 Old Schoolhouse Road  
New City, NY 10956  
845-354-8100

State of New York            )  
County of Rockland        )     SS.:  
Town of Ramapo            )  
Village of New Hempstead )

I, \_\_\_\_\_, Hereby depose and say that all the following statements and the statements contained in the papers submitted herewith are true, and that the nature and extent of any interests set forth are disclosed to the extent that they are known to the application.

1. Print or type full name and Post Office Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Certifies that he or she is the owner or agent of all that certain lot, piece or parcel of land and/or building described in this application and if not the owner that he has been duly and properly authorized to make this not the owner that he has been duly and properly ai=authorized to make this application and to assume responsibility for the owner in connection with this application for the relief below set forth:

2. To the \_\_\_\_\_ of the Village of New Hempstead  
(Board, Commission or Agency)

Application, petition, or request is hereby submitted for

- ( ) Variance or modification from the requirement of Section \_\_\_\_\_
- ( ) Special Permit per the requirements of Section \_\_\_\_\_
- ( ) Review and approval of proposed subdivision plat;
- ( ) An order to issue a certificate, Permit or License;
- ( ) An amendment to the Zoning Ordinance or Map or change thereof;
- ( ) Other ( explain ) \_\_\_\_\_

To Permit the construction, maintenance and use of \_\_\_\_\_

3. Premises affected are in a \_\_\_\_\_ (zone) and for the Ramapo Tax Map the property is known as Section \_\_\_\_\_ lot \_\_\_\_\_

4. There is no state officer, Rockland County Officer or employee or NEW HEMPSTEAD officer or employee nor his or her spouse, brother, sister, parent, child or grandchild, or a spouse of any of these relatives who is the applicant or who has an interest in the person, partnership, or association making this application, petition, or request, or is an officer, director, partner, or employee of the applicant, or that such officer or employee if this applicant is a corporation, legally or beneficially owns or controls any stock of the applicant in excess of 5% of the total of the corporation if its stock is listed on the New York or American Stock Exchanges; or is a member or partner of the applicant if the applicant is an association or a partnership; nor that such Town officer or employee nor any member of his family in any of the forgoing classes is a party to an agreement with the applicant, express or implied, whereby such officer or employee may receive any payment or other benefit, whether or not for services rendered, which is dependent or contingent upon the favorable approval this application, petition, or request.
  
5. That to the extent that the same is known to your application, and the contracted Vendee Of the subject premises there is disclosed herewith the interest of the following officer or employee of the State of New York or the County of Rockland or VILLAGE OF NEW HEMPSTEAD in the petition, request, or application or in the property or subject matter to which it relates: (if none, so state)
  - a. Name and Address of Officer or employee \_\_\_\_\_
  - b. Nature of interest \_\_\_\_\_
  - c. If Stockholder, number of shares \_\_\_\_\_
  - d. If officer or partner, nature of office and name of partnership \_\_\_\_\_
  - e. If a spouse or brother, sister, parent, child, grandchild, or the spouse of any of these blood relatives of such State, County or NEW HEMPSTEAD officer or employee, state name and address of such relative and nature of relationship to officer and employee and nature and extent of office interest or participation in the ownership or any person, partnership or association having an interest in such ownership or in any business entity sharing in such ownership.
  - f. IN THE EVENT OF CORPORATE OWNERSHIP, A list of all directors, officers and stockholders of each corporation owning more than five (5%) percent of any class of stock, must me attached if any of these are officers or employees of the State of New York, or of the County of Rockland, or of the VILLAGE OF NEW HEMPSTEAD.

I, \_\_\_\_\_, do hereby depose and say that all the above statements are the statements contained in the papers submitted herewith are true, knowing that a person who knowingly and intentionally violates this section is guilty of a misdemeanor.

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

Owner: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

AFFIDAVIT OF OWNERSHIP

State of New York )  
County of Rockland ) SS.:  
Town of Ramapo )  
Village of New Hempstead )

I, \_\_\_\_\_, being duly sworn, depose and say that I reside at \_\_\_\_\_  
\_\_\_\_\_, in the Town of Ramapo, in the County of Rockland, in the State of New York  
am the Contract Vendee of all that certain lot, piece or parcel of land situated, lying and being in the Town  
of Ramapo, Village of New Hempstead, aforesaid and designated as Lot No. \_\_\_\_\_ in Section \_\_\_\_\_.  
Title was by deed dated \_\_\_\_\_ filed in the Rockland County Clerk's office in liber  
\_\_\_\_\_ of land records on page \_\_\_\_\_.

Sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Notary Public

Owner: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



DESIGNATION OF APPLICANT'S AGENT

Name of Subdivision \_\_\_\_\_

Tax map designation: Section \_\_\_\_\_ Lot(s) \_\_\_\_\_

I wish that all correspondence, meeting notices, decisions, etc. from your office relative to the above application be sent to: \_\_\_\_\_  
(only one person to be listed).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Note to applicant: It will be the responsibility of the one person designated on this form to notify all other interested parties (for example, attorney, architect, engineer, surveyor, applicant etc.)



AFFIDAVIT OF POSTING

Name of Subdivision \_\_\_\_\_

STATE OF NEW YORK )

ss:

COUNTY OF ROCKLAND )

\_\_\_\_\_ being duly sworn, deposes and says that he is the applicant in the matter of an applicant before the New Hempstead Planning Board affecting property located in the Village of New Hempstead, Town of Ramapo, Rockland County, New York.

That on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

He/she posted the posters provided by the Planning Board, Village of New Hempstead, Town of Ramapo, Rockland County, New York, giving notice of the hearing on this application in a conspicuous place visible from every street along the frontage of the plot affected by this application.

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Representative: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
\_\_\_\_\_

AFFIDAVIT OF NOTIFICATION

Name of Subdivision \_\_\_\_\_

STATE OF NEW YORK )

ss:

COUNTY OF ROCKLAND )

\_\_\_\_\_ being duly sworn, deposes and says that he is the applicant in the matter of an applicant before the New Hempstead Planning Board affecting property located in the Village of New Hempstead, Town of Ramapo, Rockland County, New York.

That on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

He/she notified by Certified Mail, Return Receipt Requested, those persons on the sheet annexed hereto giving notice of the hearing on this application.

Sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Representative: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_