

TOWN OF SOUTHAMPTON

TOWN OF SOUTHAMPTON
116 HAMPTON ROAD
SOUTHAMPTON, NY 11968



ROAD REVIEW COMMITTEE

TELEPHONE: (631) 702-1750
FAX: (631) 287-1530

JAY SCHNEIDERMAN
TOWN SUPERVISOR

RE: Road Review Application

- 1) Road Review meets the **Second Tuesday** of every month.
- 2) The **application deadline** will be **(4) four weeks prior to the next months Tuesday meeting. The completed Road Review application must be submitted to the Engineering Department.**
- 3) Please be advised that **if the applicant is not the owner** the Owners Endorsement page must be completed, signed by the owner and have notarized.
- 4) **The application must be completed, signed and notarized where applicable and submitted in duplicate (original & copy).**
- 5) **Two (2) prints of the original survey** of the parcel in question are to be submitted. At least **one original survey** the second may be a copy. The survey must have the **surveyor's seal** and be **signed by a licensed land surveyor**. The survey must show building envelope, driveway location and dated within 12 months.
- 6) If the road is a private road, right of way or easement, certified documentation of the origin of the road etc., as well as certification of the rights of the subject parcel to the road, can be found in the deed (please include a copy of the deed and the Schedule A (metes & bounds), submit with the application.

Should you have any questions regarding this matter, please do not hesitate to contact the Engineering office at (631) 702-1750.

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Date _____

Old Filed Map / Special Overlay Dis. Yes___ No___

Fee Paid _____

If Yes: Name of Filed Map _____

Zoning _____

SCTM# 473689 - _____

Landowner (s) Name (s): _____

APPLICATION FOR ROAD IMPROVEMENT

Application is hereby made to the Road Review Committee and the Town Board of the Town of Southampton for permission to improve a certain road as a condition of obtaining a building permit in accordance with the provisions of Chapter 123, Article III (Building Construction on Unimproved Streets or Highways) of the Town Code and Section 280-a, Town Law.

THIS ORIGINAL APPLICATION MUST BE SUBMITTED IN DUPLICATE!

Further, the following items are submitted herewith (check those appropriate, write N/A where not).

- Two (2) prints of the survey (original and copy) of the parcel in question.** The survey shall indicate the location of the proposed dwelling and driveway, and a tie distance to the nearest improved public street.
- Road Review Fee of \$300.00 / made out Payable to: The Town of Southampton.**
- If the subject parcel is non-conforming, a "single and separate/variance" search indicating the chain of title of the subject parcel as well as the surrounding parcels, must be submitted.
- If the road is a private road, right of way or easement, certified documentation of the origin of the road etc., as well as certification of the rights of the subject parcel to the road, can be found in the deed **(please include a copy of the deed and the Schedule A (metes & bounds), submit with the application).**
- Other (i.e. Board of Zoning Appeals determination, Environmental Assessment Form, Part I)
- If the subject parcel is located in an Old File Map Overlay District, Planning Board approval is required before applying to the Road Review Committee.

The following statements are to be read and completed where necessary. This application will be used as an affidavit and will be included in the considerations of the Road Review Committee and the Town Board on the subject request. The Engineering Office can be contacted, should there be any questions with respect to the statements made in this affidavit. Should any clarification of the statements made in this affidavit be necessary, a written explanation should be attached.

Landowner: _____

Mailing Address: _____

Telephone Number: _____

Applicant: _____

Mailing Address: _____

Telephone Number: _____

If the applicant does not own the property, prepare endorsement on page 5 of this form establishing owner's authorization at the applicants request.

If the applicant is a corporate (or partnership), give the name and the title of the responsible officer:

Name: _____

Title: _____

Address: _____

Telephone Number: _____

Name of licensed architect, landscape architect, civil engineer and/or surveyor who prepared the plan:

Name: _____

Name of Firm: _____

Address: _____

Telephone Number: _____

Attorney: _____

Name of Firm: _____

All tidal and freshwater wetlands that exist on or adjacent to the site are shown on this site plan.

Are the wetlands and/or the proposed activity regulated by:

- New York State Department of Environmental Conservation
- Southampton Town Trustees
- Army Corp. of Engineers
- Southampton Town Conservation
- Southampton Town Natural Resources

Has a permit been obtained from these agencies? Yes _____ No _____

If yes, which ones?

Indicated the agency, application name and number. Attach a copy.

Is this site in a designated critical environmental area as per the New York State Environmental Quality Review Act (SEQRA) and Chapter 157 of the Town Code? Yes _____ No _____

If yes, what area?

- Type I
- Type II
- Unlisted Action

An Environmental Assessment Form Part I must be completed for all Unlisted and Type I Actions.

Is this road on a filed map? Yes _____ No _____

Is yes, give name of the filed map. _____

Is this road a Trustee road? Yes _____ No _____

If yes, give name of Trustee Road.

I hereby depose and certify that all the above statements of information and all statements and information contained in the supporting documents and drawings attached hereto are true and correct.

Applicants Signature

Sworn before me this

_____ day of _____, 20_____

Notary Public

**TOWN OF SOUTHAMPTON
OPEN GOVERNMENT DISCLOSURE FORM
(Road Review Committee or Road Review Board)**

State of New York
County of Suffolk

_____ being by me duly sworn, deposes and says:

1. I am an applicant for a project or an owner of the land which is the subject of a pending application before the Road Review Committee or Road Review Board.
2. The project name is: _____
3. I reside at _____
4. The Officers of the applicant corporation or owner corporation are as follows:

NAME

TITLE

NAME	TITLE
_____	_____
_____	_____
_____	_____

5. I make and complete this affidavit under the penalty of perjury and swear to the truth herein.
6. I am aware that this affidavit is required by Southampton Town Code Chapter 50 and that I shall be guilty of a violation as provided by Southampton Town Code §50-13 should I knowingly or intentionally fail to make all disclosures herein, which is punishable by a fine not exceeding One Thousand Dollars (\$1,000.00) or by imprisonment not exceeding fifteen days or both. I am also aware that to the extent that this affidavit is also required by General Municipal Law 809 that I shall be guilty of a misdemeanor as provided by General Municipal Law 809 should I knowingly or intentionally fail to make all disclosures herein.

7. During the preceding 24 months before the filing of this application, have any of the following individuals been employed by any member of any such Board involving compensation in an amount of Five Hundred Dollars (\$500.00) or more.

		Yes	No
1.	Owner	_____	_____
2.	Applicant	_____	_____
3.	Agent for owner or applicant	_____	_____
4.	Attorney	_____	_____
5.	Other	_____	_____

<u>Name</u>	<u>Position (Owner, Agent, Attorney, Other)</u>	<u>Corporation</u>
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For the purpose of this disclosure, an official or employee of either the Town of Southampton or the County of Suffolk, shall be deemed to have an interest in the applicant and or owner when that official or employee, their spouse, brothers, sisters, parents, children, grandchildren or the spouse of any of them:

- a. Is the applicant or owner
- b. Is an officer, director, partner, or employee of the applicant or owner
- c. Legally or beneficially owns or controls stock of a corporate applicant or owner, or is a member of a partnership or association applicant or owner, or
- d. Is a party to an agreement with the applicant or owner, express or implied, whereby said official or employee may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application.

Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York Stock or American Stock Exchanges shall not constitute an interest for the purposes of this disclosure.



YOU MUST ANSWER THE FOLLOWING QUESTIONS YES OR NO

Do any of the following individuals have an interest in the applicant or owner, as defined above? _____ YES _____ NO

1. Any official of New York State _____ YES _____ NO
2. Any official or employer of Southampton Town or Suffolk County
_____ YES _____ NO
3. Any member of the Road Review Committee or Road Review Board
_____ YES _____ NO

If the answer above is yes, to any of the questions, General Municipal Law Section 809 requires that you disclose the name and residence and the nature and extent of the interest of said individual(s) in the applicant or owner.

NAME	RESIDENCE	NATURE OF INTEREST
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The undersigned has made a reasonable inquiry regarding the above statements and has provided the information based thereon. The undersigned has no further personal knowledge regarding the same.

Signature

Sworn before me this
_____ day of _____, 20____

Notary Public