

Town of Southampton

116 Hampton Road
Southampton, NY 11968

DEPARTMENT OF LAND MANAGEMENT

PLANNING DIVISION



SOUTHAMPTON TOWN PLANNING BOARD WETLAND PERMIT APPLICATION

Project Name: _____

Subdivision/Site Plan Name (specify which): _____

Subdivision Lot Number (if applicable): _____

SCTM # 473689-_____._____-_____-_____._____

SCTM # 473689-_____._____-_____-_____._____

SCTM # 473689-_____._____-_____-_____._____

A. SUBMISSION INFORMATION

Application is hereby made to the Southampton Town Planning Board for Wetlands Permit Review in accordance with § 325-7 of Chapter 325 (Wetlands) of the Code of the Town of Southampton.

The following are submitted herewith: (Please check off)

- Completed application with Owner’s Endorsement and Open Government Disclosure Form
- Completed EAF Part I – 5 copies
- Survey or site plan with wetlands delineation – 7 copies with the following information:
 - Wetland boundaries are flagged or verified by the Town of Southampton.
 - Minimum scale 1” = 40’
 - Name and address of owner of record.
 - Name and address of person, firm or organization preparing the map with NYS License seal.
 - Key Map at 1” = 1000”. (If none, Hagstrom, or copy of tax map showing location of property is acceptable.)
 - Date, north arrow, and written graphic scale.
 - Location and names of existing streets.
 - Location, width and purpose of all existing and proposed easements, setbacks, reservations and areas dedicated to public use within or adjoining the locus of activity.
 - Existing zoning.
 - Existing contours with intervals of two (2) feet or less.
 - Appropriate boundaries of any V zone or A zone boundary as established by FEMA or other areas subject to flooding.
 - Location of existing unique natural features, including water bodies, drainage courses, dunes, bluff, beaches, and escarpments. (Site plans will require location of large trees – over 8” caliper).
 - Dimensions of all existing and proposed structures, roads, parking areas, drainage basins and/or other devices; storm water and septic facilities.
- Check in the amount of \$800.00

B. GENERAL INFORMATION

Applicant: _____

MailingAddress: _____

Telephone Number: _____

If the applicant does not own property, or if the owner is a Corporation of a Partnership, prepare endorsement at the end of this form establishing owner's authorization of the applicant's request.

Name of Business (Existing or Proposed): _____

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

Name: _____

Title: _____

Mailing Address: _____

Telephone Number: _____

Landowner: _____

Mailing Address: _____

Telephone Number: _____

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

Name: _____

Name of Firm: _____

Mailing Address: _____

Telephone Number: _____

Attorney or Company representing applicant (if applicable):

Name: _____

Mailing Address: _____

Telephone Number: _____

All communications with regard to this application shall be address to the following person:

Name: _____

Address: _____

Telephone Number: _____

C. SITE/PROJECT DATA

Location of property is on the north/south/east/west side

of _____, _____

feet north/south/east/west

of _____, _____

in the Hamlet of _____.

Lot Area: _____ Square feet or Acres

Total area of wetland coverage of principal and accessory buildings and/or paved areas

_____ square feet **OR** _____ %

Please check ALL activities planned within two hundred (200) feet of wetlands and note minimum landward setback proposed.

ACTIVITY

PROPOSED WETLAND SETBACK IN FEET

- | | |
|--|-------|
| <input type="checkbox"/> Construction or major modification or commercial industrial or residential building | _____ |
| <input type="checkbox"/> Construction of road and/or parking area | _____ |
| <input type="checkbox"/> Construction of accessory structure | _____ |
| <input type="checkbox"/> Construction of recharge basins or other drainage facilities | _____ |
| <input type="checkbox"/> Construction of septic system or wastewater disposal system. | _____ |
| <input type="checkbox"/> Construction of a marina | _____ |
| <input type="checkbox"/> Surface discharge of storm water | _____ |
| <input type="checkbox"/> Installation or driving of piles | _____ |
| <input type="checkbox"/> Construction of dock, catwalk or elevated decking | _____ |
| <input type="checkbox"/> Removal, excavation or dredging of soil, sand, organic matter or materials of any kind. | _____ |
| <input type="checkbox"/> The placement of fill, soil or other material | _____ |
| <input type="checkbox"/> Clearing or disturbance of existing vegetation | _____ |
| <input type="checkbox"/> Establishment of lawn or ornamental plantings | _____ |



Planning Division Fee Schedule

Fee Schedule	Effective 1/1/2022
Site Plan Application	
Site Plan Pre-Submission Application	\$1,200
Area to be improved is less than 500 sq. ft.* (Administrative or Planning Board Review)	\$1,200**
Area to be improved is greater than or equal to 500 sq. ft and less than 10,000 sq. ft. (Administrative or Planning Board Review)	\$2,200**
Area to be improved is greater than or equal to 10,000 sq. ft.	\$0.25 Per Sq. Ft. not to exceed \$15,000**
Site Plan Amendment Application (Administrative or Planning Board Review)	\$1,200**
Administrative Site Plan Review pursuant to Town Code §330- 183.1(A)(1) which does not increase the floor area, lot coverage, or footprint of any structures, including accessory structures; and which does not increase the number of tenants of a previously approved, unexpired site plan	\$300
Re-Approval of Expired Site Plan pursuant to Town Code §330-84(H) if a certificate of occupancy has not been issued within 2 years of approval signature of plans (Administrative or Planning Board Review)	\$1,200
Agricultural Construction Permit Application on preserved farmland	\$1,200**
Deer Fence Application	\$525**

* **NOTE:** Includes any and all areas required and or proposed to be altered,
 excluding the area of any existing or proposed buildings.

** **FEES** will be doubled if work has commenced prior to submission of application.

Special Exception Applications	
All Special Exception Applications (except agricultural greenhouse(s) meeting the criteria noted below)	\$1,200 (in addition to any site plan application fee)
Agricultural Greenhouse(s), having an aggregate or individual area footprint less than 2,000 sq. ft. and utilizing a plastic covering on a hoop frame with no continuous footing or foundation	\$525 (in addition to any site plan application fee)
For applications subject to specific special conditions or safeguards outlined in Chapter 330-124 through 330-162.8	Additional \$325

Department of Land Management
 Planning Division

Subdivision Applications - Application Type or Stage	
Transfer of Property	\$1,100 per lot
Pre-Application	\$800 per lot (excluding reserved parcels)*
Preliminary Application	\$900 per lot (excl. reserved parcels)*
Final Application	\$950 per lot (excl. reserved parcels)*
Waiver of Pre Application Report Extension Policy	\$300 (in addition to the extension fee)
Re-Approval of Expired Final Conditional Approval (with a hearing)	Full original final application fee
Re-Approval of Expired Final Conditional Approval (no hearing)	½ of the full original final application fee

* **NOTE:** Reserved Parcels = open space, parks, recharge areas, drainage areas, agricultural reserves, and homeowner association amenities

Wetland Permit Applications	
Wetland Permit *	\$800**

* **NOTE:** Flagging must be done by the Environment Division as a separate application and fee to the Environment Division.

** **FEES** will be doubled if work has commenced prior to submission of application.

Old Filed Map Application - Type of Application	
Development Section Approval	\$2,600
Amendment of Development Section Approval	\$1,300
Transfer of Development Right & Permission to Build	\$1,100 per lot
Abandonment of roads in an approved Old Filed Map Development Section or in conjunction with a Transfer of Development Right Declaration	\$300 per road
Additional Fees Type of Action	
Public Hearing (includes mailing list, posters & hearing notice publications)	\$75
Re-Hearing (if re-hearing is at the request of applicant or due to error by applicant)	\$300
Archaeological Report Review	\$25
Legal Document Review	\$50
Site Disturbance Plan / Over Clearing	\$1,600**
<u>Planning Board Approvals:</u> Extension of Time including but not limited to: 90 day deadline for submission of signed site plans pursuant to §330-84(K); one (1) year expiration of subdivision pre-application reports, special exception approval.	\$300

**Department of Land Management
Planning Division**

Administrative Review Approvals: Extension of time including but not limited to: 90 day deadline for submission of signed site plans; two (2) year deadline for project completion (C.O. or C.C.) \$300	
Inspection for compliance of a condition of approval or inspection of a bond improvement	\$125
Work Session	\$125
Covenant / Easement Amendment or Interpretation	\$1,200
Abandonments unrelated to an Old Filed Map or Subdivision	\$525
Park Fees - Conservation Opportunity Subdivision	\$2,500 per dwelling unit or lot
Park Fees - Subdivision of two (2) lots or less	\$2,500 per dwelling unit or lot
Park Fees - Two (2) lot subdivision of parcel that existed as a single & separate lot prior to May 6, 1975 or a parcel that was on a subdivision map and was subject to a park fee at the time	\$2,500 per the net one lot increase
Development Rights Allocation Letter/Certificate	\$125