

TOWN OF SOMERSET – Minor Subdivision Review Checklist (4 or less lots)

Applicant: _____ Surveyor: _____

Property Location/Legal Description: _____

Contact Mailing Address, Phone Number and Email Address: _____

Certified Survey Map requirements apply to all minor subdivisions unless, at the time of concept review, the applicant request for exceptions to these requirements was determined by the Town Board to be appropriate. A CSM shall be based upon a survey performed by a registered Land Surveyor. It shall correctly on its face, or accompanying documents, contain all information required of **Chapter 34 of the Town of Somerset Code of Ordinances**. All design waivers required due to nonconformance with the Town and County ordinances must be clearly identified on the plat. A CSM may be denied by the Town of Somerset Town Board on the basis of any item found to be in noncompliance with State, County or Town requirements. Any requirement for a design waiver must be resolved between the Developer, Property Owner and Town Board upon the advice of the Town Attorney and/or Engineer **BEFORE** the Town Plan Commission and/or Town Board meeting at which final approval is to be considered. In addition, the Town of Somerset also requires the following:

1. Future utility easement locations
2. Information for the formulation of a draft Developer's Agreement, if required by the Town, including the following:
 - a. Proposed Restrictive Covenants, if applicable
 - b. Proposed Homeowner's Association Bylaws, if applicable
 - c. Letter of Credit or Performance Bond in 120% of project cost to Town of Somerset
3. Any proposed subdivision signage or address signage
4. Preliminary construction cost estimate for roadway construction, if applicable.
5. Applicable fees
6. Completion of all applicable requirements of Chapter 34 Town of Somerset Code of Ordinance.

Copies of all plans, changes and paperwork submitted to the Town may be mailed to the Town's Engineer and Attorney for review.

I, _____ certify that all of the above information has been submitted to the Town Clerk in order that the Town receives it at least 14 days prior to the Plan Commission Meeting where approval is being sought and that the information provided is a true representation to the best of my knowledge.

Signed: _____ Date: _____

Email Address: _____ Fees Paid: _____

Received by: _____ Date: _____

8/25/2015