

**VILLAGE OF DOBBS FERRY
112 MAIN STREET
DOBBS FERRY, NEW YORK 10522**

SUBDIVISION APPLICATION REQUIREMENTS

Applicants are requested to familiarize themselves with the subdivision regulations and requirements found in Chapter 268 of the Village of Dobbs Ferry Code.

Applicant must show proof of title or legal interest in the premises which may be in the form of the deed or the contract of sale, or another legal document. Applicant(s) may also be asked to provide a certificate from a title company covering interest, liens and objections to the title, if any.

Each application must be submitted at least twenty-one (21) days prior to the meeting.

All subdivision applications must have a presubmission conference after which there will be two public hearings, a preliminary, and a final hearing. Both the preliminary and final plats, upon which a subdivision public hearing is held, must be submitted at least fourteen (14) days prior to said hearing.

No building permit will be issued until the Village has received confirmation that said subdivision has been filed and accepted by the Westchester County Department of Health and Westchester County Clerk's Office.

According to the Village of Dobbs Ferry Code Section 268.21.3, all drawings must be signed and sealed by a licensed person such as a land surveyor, or engineer where applicable.

According to the Village of Dobbs Ferry Code Section 268.4, all Village taxes, penalties, and interest must be paid prior to the application being considered.

Please note the number of prints required:

12 Planning Board

12 Prints will be required for Final Approval
If no changes are made to the preliminary
drawing.

According to the Village of Dobbs Ferry Code Section 268.15.3, application fees are as follows:

SUBDIVISION OF LAND

Chapter 268 Subdivision Pre application Consultation	\$250.00
Chapter 268 Subdivision Preliminary Application: Minor Subdivision – 2 Lots	\$1,250.00 plus \$200.00 for each dwelling unit Minimum of \$1,250.00
Chapter 268 Final Application: Minor Subdivision – 2 Lots	\$1,250.00 plus \$200.00 for each dwelling unit Minimum of \$1,250.00
Chapter 268 Subdivision Preliminary Application Major Subdivision	\$1,500.00 plus \$200.00 for each dwelling unit Minimum of 1,500.00
Chapter 268 Final Application	\$2,500.00 plus \$200.00 for each dwelling unit Minimum of \$2,500.00

According to the Village of Dobbs Ferry Code Section 268.5, in addition to the above, a recreation fee of \$10,000.00 per new lot is required prior to the Clerk signing off on the approved subdivision.

According to the Village of Dobbs Ferry Code Section 268.26, the applicants are also subject to an inspection and consultation fee.

According to the Village of Dobbs Ferry Code Section 268.17.5.6., the applicant may also be asked to post a performance bond and/or maintenance bond.

In addition to this application, the applicant is expected to fill out an environmental form and have his application presented to the Conservation Advisory Board. Planning Board meets the first Thursday of each month and the Conservation Advisory Board meets the third Monday of each month. If property is in critical environmental area, a long form must be completed.

Subdivision Application

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Applicant is advised to check with the Building Department prior to filing this application for compliance with the code. The number for the Building Department is 693-2203.