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2 of the year 20 25

Local Law Title: A Local Law to Add Subdivision of Land Regulations in the Town of Sennett

Be it enacted by the Town Board **of the**
(Name of Legislative Body)

☐ **County** ☐ **City** ☒ **Town** ☐ **Village**
(Select one:)

of Sennett **as follows on the attached pages:**
(Name of Local Government)

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TOWN OF SENNETT
LOCAL LAW NO. B OF 2025

A LOCAL LAW TO ADD SUBDIVISION OF LAND REGULATIONS IN THE TOWN OF SENNETT

Be it enacted by the Town Board of the Town of Sennett as follows:

SECTION 1. LEGISLATIVE INTENT

The purpose of this Local Law is to enact rules and regulations governing the subdivision of land in the Town of Sennett in order to foster responsible development in a manner that protects the environment and the health, safety and welfare of the Town of Sennett.

SECTION 2. AUTHORITY

This local law is enacted pursuant to the New York State Constitution, the New York Municipal Home Rule Law §10 and New York State Town Law.

SECTION 3. REPEAL OF EXISTING SUBDIVISION REGULATIONS

The Town of Sennett Town Board hereby repeals the existing Subdivision Regulations of the Town of Sennett, New York adopted on or about December 1, 1970 and replaces said Regulations with this Local Law and the subdivisions regulations adopted herein.

SECTION 4. ENACTMENT OF SUBDIVISION REGULATIONS

The Town of Sennett hereby enacts new subdivision regulations as follows:

Town of Sennett
SUBDIVISION OF LAND

ARTICLE I
General Provisions

ARTICLE II
Procedure and Applications

ARTICLE III
Design Standards

ARTICLE IV
Required Improvements; Special Improvement Districts; Easements; Sureties; Dedication

ARTICLE V
Reconsideration

[HISTORY: Adopted by the Town Board of the Town of Sennett 00-00-2025 by L.L. No. 2-2025.[1]]

[1] Editor's Note: This local law supersedes former December 1, 1970 "Subdivision Regulations of the Town of Sennett, New York".

SENNETT CODE

SUBDIVISION OF LAND

ARTICLE I
General Provisions

Section 1 Legislative authority.

The Planning Board of the Town of Sennett is hereby authorized to grant subdivision approval pursuant to New York State Town Law §§ 276, 277 and 278, as amended from time to time.

Section 2 Applicability.

A. The provisions contained herein shall apply to all land within the corporate limits of the Town of Sennett. All divisions of land within the Town of Sennett shall be designed and submitted for approval in compliance with the standards and procedures set forth herein.

B. All plans for division of land within the Town of Sennett shall receive approval in compliance with these regulations before being recorded in the office of the Cayuga County Clerk.

Section 3 Purpose.

These regulations are adopted to create and provide for conditions favorable to public health, safety and general welfare and guide future growth by:

A. Use of sound planning principles as set forth in the Town of Sennett Comprehensive Plan.

B. Ensuring that the proposed development is approved only when the following facilities are proven to be of sufficient capacity to accommodate the development:

(1) Transportation.

(2) Sewage treatment.

(3) Individual on-site wastewater treatment.

(4) Storm drainage.

(5) Fire protection.

(6) Erosion.

(7) Schools.

(8) Recreation facilities.

(9) Flooding.

(10) Public water.

C. Establish standards and procedures for subdivision of land and ensure proper legal descriptions and monuments of subdivided land.

D. Minimizing potential conflicts among the uses of neighboring lands and buildings while protecting and conserving the value of land and existing businesses.

E. Preserving the natural beauty and topography of lands within the Town of Sennett by fostering appropriate development which shows special regard for the protection of environmentally sensitive areas and existing landforms, as well as agricultural land and agricultural practices.

F. Allowing alternate subdivision designs which vary bulk dimensional requirements of Town of Sennett Zoning Law to meet the above-stated objectives.

G. Lot lines are to create more conforming rather than non-conforming lots.

Section 4 Interpretation and relationship to other regulations and actions.

A. Other local regulations. These regulations shall not, nor are they intended to, nullify any more restrictive local regulations, laws or ordinances in effect in the Town of Sennett.

B. Design and construction of site improvements shall be in accordance with the standards and specifications described in the Town of Sennett Zoning Law and application procedures available at the Codes and Zoning Department which are incorporated herein by reference.

C. Conflict with public and private provisions.

(1) Public provisions. These regulations are not intended to interfere with, abrogate or annul any other ordinance, rule, regulation, statute or other provision of law. Where any provision of these regulations imposes restrictions different from those imposed by any other provision of any local ordinance, regulation or law, that provision which is more restrictive or imposes the higher standard shall control.

(2) Unless specified herein, procedural and other requirements described in New York State Town Law §§ 265-a, 276, 277, 278, 279 and elsewhere in New York State law shall apply to all proposed subdivisions.

(3) Private provisions. These regulations are not intended to annul or void any easement, covenant or other private agreement or restriction. Enforcement of any such provisions, whether or not discussed in the subdivision review process, shall not be the responsibility of the Town of Sennett.

(4) Compliance with New York State Codes. These regulations are not intended to interfere with, abrogate, or modify any requirement of New York State Uniform Fire Prevention and Building Code and Property Maintenance Code of New York State, as currently in effect and as hereafter amended from time to time. Where any provision of this Chapter imposes restrictions different from those imposed by any provision of New York State Uniform Fire Prevention and Building Code and Property Maintenance Code of New York State, the Town of Sennett Code Enforcement Officer shall determine the appropriate application of the regulations.

D. Pending actions. These regulations shall not be construed as abating any action now pending under prior existing subdivision regulations or as discontinuing, abating, modifying or altering any penalty accruing or about to accrue, or as affecting the liability of any person, association or corporation, or as waiving any right of the Town of Sennett under any section or provision existing at the time of adoption of these regulations, or as vacating or annulling any rights obtained by any person, association or corporation, by lawful action of the municipality except

as shall be expressly provided for herein.

Section 5 Enforcement; penalties for offenses.

A. General enforcement.

(1) A lot hereafter created by subdivision of land within the Town of Sennett shall not be transferred or sold and no permits for developing such lots shall be issued unless a plat which shows such lot and which bears the final approval of the Town has been duly filed in the office of the Cayuga County Clerk.

(2) The subdivision of any parcel of land, by the use of a licensed survey for the purpose of sale, transfer or lease, with the intent of evading these regulations shall not be permitted.

B. Unless as specified herein, interpretation and enforcement of this chapter shall be the duty of the Code Enforcement Officer.

C. Violations. Any person, association or corporation failing to comply with or violating any of these regulations shall be guilty of an offense and subject to the penalties of that offense or offenses as set forth in Town Law § 268 and § 334 of the New York State Real Property Law, as amended.

D. Civil enforcement. Appropriate actions and proceedings may be taken at law or in equity proceedings to prevent or cease any violation of these regulations, to prevent unlawful conveyance or construction, to recover damages, to restrain, correct or abate a violation or to prevent illegal occupancy of a building structure or premises. These remedies shall be in addition to the penalties described above.

Section 6 Definitions and word usage.

A. Unless a contrary intention clearly appears, the following words and phrases shall have for the purpose of this Law the meanings given in the following clauses.

B. For the purpose of this Law words and terms used herein shall be interpreted as follows:

(1) Words used in the present tense include the future.

(2) The singular includes the plural.

(3) The term "person" includes a corporation, partnership, and association as well as the individual.

(4) The word "lot" includes the word "plot" or "parcel".

(5) The term "shall" is mandatory.

(6) The word "used" or "occupied" as applied to any land or building shall be construed to include the words "intended, arranged, or designed to be occupied".

C. Except as otherwise provided herein, words and terms used in the Subdivision Regulation of the Town of Sennett shall have their usual and customary meanings. As used in this Chapter, the following terms shall have the meanings indicated:

Access: A way or means of approach to provide vehicular or pedestrian entrance or exit to a property.

Access Management: The process of providing and managing access to and from public streets while preserving the flow of traffic in terms of safety, capacity, and speed.

Alley: A public or private way not more than 40 feet wide affording only secondary means of access to abutting property.

Annexation: Combining two or more adjacent parcels under the same ownership into one or more larger lots.

Applicant: The owner of land proposed to be subdivided or developed or his agent. Proof of agency shall be required from the legal owner of the land proposed to be subdivided or developed.

Area: The extent of horizontal surface contained within the boundaries or extremities of land or building.

Average Finished Grade: A reference plane representing the average of the finished ground level adjoining the building at all exterior walls. Average grade is calculated by adding the averages between any grade change and dividing by the total number of quantities for the perimeter of the structure.

Block: Land surrounded on all sides by streets or other transportation or utility rights-of-way, or by physical barriers such as bodies of water or public open spaces.

Block Face: That portion of a block adjacent and parallel to the abutting public street and normally extending from one intersecting street to another. A corner lot shall be part of the block face parallel to the lot's front lot line.

Block Length: The length of a street between two intersections.

Block Perimeter: The total length around the outside of a block.

Buffer Area: A continuous strip of land area covered with grass, vegetation, trees, fencing, embankments or berms, and designed to provide a physical screen preventing visual access from one use to another and to reduce the escape and/or intrusion of litter, fumes, dust, noise, or other noxious or objectionable elements.

Code: The official Town Code entitled "Code of the Town of Sennett, County of Cayuga, State of New York." Official copies of the Code, as may be amended, are maintained and are on file in the Town Clerk's office.

Code Enforcement Personnel: The official(s) appointed by the Town Board to enforce the Town of Sennett Town Code and shall include the Code Enforcement Officer and all Assistant Code Enforcement Officers.

Community Facility: Any development or improvement the purpose of which is to benefit the common interests of the residents of the Town or the residents of a particular portion of the Town. Common types of facilities include but are not limited to parks, schools, or public safety services.

Conservation Easement: An easement, covenant, restriction or other interest in real property, created under and subject to the provisions of Title 3, § 49-0301 et seq., of the New York State Environmental Conservation Law which limits or restricts development, management or use of such real property for the purpose of preserving or maintaining the scenic, open, historic, archaeological, architectural, or natural condition, character, significance or amenities of the real property in a manner consistent with the public policy set forth in § 49-0301 et seq. of the ECL.

Construction Detail: The maps or drawings accompanying a subdivision plan showing the specific location, size and design of all subdivision improvements.

Construction Sequence Plan: A written narrative, inserted on the subdivision plan drawings or submitted as a separate document, describing the approach and sequencing of all construction activities.

Contractor: An agent acting for the developer to construct the required improvements of the project. The contractor is responsible to perform the work in conformance with these requirements subject to the approval of Town officials.

Dedication: The deliberate appropriation of land by its owner for any general public use, reserving to himself no other rights than such as are compatible with the full exercise and enjoyment of the public use to which the property has been devoted.

Developer: An individual, partnership or corporation or agent thereof holding title to a parcel of land and applying for permits to develop said land.

Development: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, paving, excavation or drilling operations.

Disturbance: The removal of vegetation, any and all excavation (including but not limited to the use of motorized machinery on soil), grading, grubbing, excavation, stockpiling, filling, removal of soil or rock, demolition of existing structures, access created for construction purposes, drilling, trenching, benching, terracing, backfilling, storm and erosion control work, embankment stabilization, installation or construction of catch basins, culvert piping, swales, ditches, rip rap, construction entrances, driveways (including shared), retaining walls or improvements of a similar nature, utility work, placing or filling soil on top of the natural vegetative cover and the conditions resulting from any of such activities. Land disturbance does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of a facility or agricultural use.

Division of Land: See "subdivision" for a definition of this term.

Double-Frontage Lot: See "lot, through" for a definition of this term.

Drainage Easement: Easements required for the installation or periodic maintenance of stormwater sewers, drainage ditches or detention facilities providing for the flow of water therein to safeguard the public and the environment against danger from flood or erosion.

Driveway: A roadway providing a means of access from a street to a property or off-street parking area. An access way may also be deemed a driveway.

Driveway, Cross-Access: A driveway providing vehicular access between two or more contiguous lots.

Driveway, Shared: A driveway connecting two or more contiguous lots to the public street system.

Easement: A right-of-way granted for limited use of private land for a public or quasi-public purpose.

Filling: Any activity which deposits natural or artificial material so as to modify the surface or subsurface conditions of land, lakes, ponds or watercourses.

Functional Classification: A system used to group public streets into classes according to their purpose in moving vehicles and providing access to abutting properties.

Grading: The alteration of the surface or subsurface conditions of land, lakes, ponds or watercourses by excavation or filling.

Grading Plan: A topological plan showing all present and proposed elevation contours at such intervals of elevation as are required herein.

Gully: A natural geologic formation that carries water during or immediately after storm events and has a ten-foot vertical rise or greater from the toe of slope to the top of the bank and whose banks have a greater than 50% slope.

Improvements: Those physical additions and changes to the land, whether or not offered for dedication, that are designed to produce functional lots. Improvements include, but are not limited to, grading, paving, curbing, fire hydrants, water mains, sanitary sewers and drains, on-site wastewater treatment systems, stormwater sewers, ditches, ponds and culverts, site lighting, signage, sidewalks, crosswalks and required plantings.

Letter of Credit: An instrument issued by a bank which guarantees the availability of funds in a specific amount for withdrawal by the Town and is intended to guarantee the complete and satisfactory construction of improvements in accordance with approved plans.

Lot: A parcel of land used or set aside and available for use as the site of one (1) or more buildings and buildings accessory thereto or for any other purpose, in one ownership and not divided by a street, not including any land within the right-of-way of a public or private street upon which said lot abuts, even if ownership to such way is

the same as that of the lot. A lot for the purpose of this Law may or may not coincide with a lot of record.

Lot Area: The total area contained within the lot lines of an individual parcel of land, excluding any area within an existing right-of-way of any street, roadway or highway.

Lot, Corner: A parcel of land at the junction of, and fronting on, two or more intersecting streets.

Lot Depth: The mean distance from the street line of the lot to its opposite rear line measured in the general direction of the lot lines.

Lot Frontage: The front of a lot shall be construed to be the portion nearest the street or right-of-way. For the purposes of determining yard requirements on corner lots, all sides of a lot adjacent to streets shall be considered front yards.

Lot Line Adjustment: Alteration of existing parcel boundaries where no additional parcels are created. This includes consolidation of parcels and annexation of property to existing parcels.

Lot Line, Front: The line separating the lot from the boundary of the highway or right-of-way upon which the lot abuts.

Lot Line, Rear: The lot line opposite and most distant from the front lot line.

Lot Line, Side: The lot line other than a front or rear lot line. A side lot line separating a lot from a street is called a "side street lot line."

Lot Line, Street or Alley: A lot line separating the lot from a street or alley.

Lot of Record: A lot which is part of an approved subdivision recorded in the office of the County Clerk or a lot described by metes and bounds, the description of which has been so recorded.

Lot, Through: A lot that is not a corner lot and that has frontage on two streets. The front yard shall be that portion of the lot where access is obtained by its driveway to the lot. The portion of the lot opposite the front yard shall be the rear yard of the lot.

Lot Width: The width of the lot between side lot lines at the front building line as prescribed by the front yard regulations.

Monument: A permanent reference marker set at points as required in this Chapter.

Notice: Means, but shall not be limited to, written or oral information relating to the date, time and place where a meeting is to be held.

Open Space: That portion of a lot which does not contain any building, structure, parking area or travel lane, whether paved or unpaved. This portion may be in a natural state or landscaped as part of any site development.

Owner: Any person, group of persons, association, partnership, corporation or other legal entity having legal title to or sufficient proprietary interest in the land sought to be subdivided or developed under these regulations.

Parcel: An area of land, filed in the Cayuga County Clerk's Office, delineated as a contiguous unit by a Tax Map number based upon a metes and bounds description.

Parent Parcel: A parcel, combination of parcels, or tract from which two or more derivative parcels or lots are created by division.

Pavement: That portion of a street or alley intended for vehicular use which consists of a hard surface.

Plan: A drawing, or set of drawings, indicating the manner or layout of a subdivision or site which is to be submitted for approval together with all required improvements and appurtenances. Types of plans include sketch, preliminary and final. Each type of plan requires a different level of detail to be shown.

Plan, Final: A complete and exact subdivision or site plan, prepared for official recording as required by statute, to define property rights and proposed streets and other improvements.

Plan, Preliminary: A tentative subdivision or site plan, in lesser detail than a final plan, showing approximate proposed streets and lot layout as a basis for consideration prior to preparation of a final plan.

Plan, Sketch: An informal plan, drawn to scale, indicating salient existing features of a tract and its surroundings and the general layout of the proposed site.

Plat: A survey map.

Plat, Final: A drawing to scale prepared in a manner prescribed by Town Code, showing the layout of a proposed subdivision, including but not limited to road and lot layout and dimensions, plan legend, topography and drainage, all proposed facilities sized and all information required to appear on a preliminary plat and modifications, if any, required by the Planning Board at the time of approval of a preliminary plat of such proposed subdivision, if such preliminary plat has been so approved.

Plat Approval, Final: A plat in final form that is ready for signing by the duly authorized officer of the Planning Board after a resolution granting final approval of the plat has been completed. Such final approval qualifies the plat for recording in the Office of the Cayuga County Clerk.

Plat Approval, Final, with Conditions: The approval of a final plat subject to conditions set forth by the Planning Board in a resolution conditionally approving such plat. Such conditional approval does not qualify a final plat for recording nor authorize the issuance of building permits prior to the signing of the plat by the duly authorized officer of the Planning Board and recording of the plat in the office of the Cayuga County Clerk.

Plat, Preliminary: A drawing prepared in a manner prescribed by Town Code, showing the layout of a proposed subdivision, including but not limited to road and lot layout and approximate dimensions, plan legend, topography and drainage, all proposed facilities not sized, including preliminary plans and profiles, at a suitable scale and in such detail as local regulations may require.

Private Driveway: A privately owned and maintained access serving three or fewer parcels, providing direct access to a public right-of-way.

Record Map: A map, site plan or subdivision plat which provides information concerning the actual location of improvements as built.

Resubdivision: Revision of all or part of an existing filed subdivision plat, including consolidation of lots, annexation of land to lots or any other alteration of an approved lot boundary.

Reverse-Frontage Lot: A lot extending between and having frontage on a major traffic street and a minor street and with vehicular access solely from the latter. See "through lot."

Right-of-Way: Land set aside for use as a street, alley or other means of travel and for placement of utilities.

Sight Distance: The maximum extent of unobstructed vision along a street from a vehicle located at any given point on the street, or from a driveway or entrance to a street.

Special Improvement District: A district established and administered pursuant to Article 12, 12A or 12C, Chapter 62 of the New York State Consolidated Laws to provide public improvements and/or services.

Statement of Intent: A binding statement of intentions submitted by an applicant for the purpose of clarifying current or future development intentions and submitted as a condition for obtaining plan approval.

Street: A strip of land, including the entire right-of-way, intended for use as a means of vehicular and pedestrian circulation. The term also includes highways and roads. Classes of streets are as follows:

(1) **Collector Street:** Those which, in addition to giving access to abutting properties, intercept minor streets and provide routes, carrying considerable volumes of traffic, to community facilities and to

major traffic streets, and include streets classified as secondary streets in the Comprehensive Plan, if adopted by the Town Board.

(2) **Major Street:** Those serving large volumes of comparatively high-speed and long-distance traffic, and include facilities classified as main and secondary highways by the New York State Department of Transportation and include streets classified as secondary streets in the Comprehensive Plan, if adopted by the Town Board.

(3) **Minor Street:** Those used primarily to provide access to abutting property.

(4) **Marginal Access Streets:** Minor streets, parallel and adjacent to major traffic streets, providing access to abutting properties and control of intersections with the major traffic streets.

(5) **Public Street:** A street dedicated to public use.

(6) **Residential Street:** A street between two intersecting streets upon which an R District abuts, or where 50% or more of the abutting street frontage is in predominantly residential use.

Street Line: The dividing line between the street and the lot. The street line shall be the same as the legal right-of-way provided that where a future right-of-way width for a road or street has been established, then that width shall determine the location of the street line.

Subdivider: Any person, association, partnership, or agent thereof proposing subdivision as defined herein.

Subdivision: The division of land into two or more lots.

Subdivision, Conservation: A division of land which permits flexibility of design to promote environmentally sensitive and efficient uses of land pursuant to Article II, Section 10

Subdivision, Major: Any division of land not classified as a conservation subdivision or minor subdivision.

Subdivision, Minor: A division of land, which is zoned and whose uses are exclusively residential or agricultural, and which does not create greater than three parcels adjoining a right-of-way.

Subdivision Tract: A defined area of land contained in a subdivision that has been divided into two or more lots identified as being part of the subdivision.

Tract: Any body of land, including contiguous parcels of land, under one ownership or under common control of any group of persons acting in concert as part of a common scheme or plan.

Tree: A woody plant that at maturity is 13 feet or more in height, with a single trunk at least three inches in diameter at breast height, unbranched for at least several feet above ground and having a more or less definite crown.

Viable Agricultural Soils: Land highly suitable for agricultural production and which will continue to be economically feasible for such use if real property taxes, farm use restrictions, and speculative activities are limited to levels approximating those in commercial agricultural areas not influenced by the proximity of nonagricultural development.

Watercourse: A stream, gully or other body of water identified either by the NYS Department of Environmental Conservation on official mapping or on Town of Sennett maps.

Wetlands: Freshwater wetlands, including lands and submerged lands, commonly called marshes, swamps, sloughs, bogs and flats supporting aquatic and semiaquatic types identified in Article 24 of the New York State Environmental Conservation Law or by any applicable federal law or regulation.

Yard: Space on the same lot with a structure, extending along a lot line or street line and inward to the principal structure. The size of a required yard shall be measured as the shortest distance between the principal structure and a lot line or street line without consideration of any accessory structures on the lot.

Yard, Front: A yard between a principal structure and a street line and extending the entire length of the street line. In the case of a lot that fronts on more than one street, only the yards fronting on the street of the property's postal address shall be considered a front yard. There shall be no accessory structures in the front yard of a property in a residential district.

Yard, Rear: A yard between a principal structure and a rear lot line and extending the entire length of the rear lot line.

Yard, Side: A yard between a principal structure and a side lot line, extending from the front yard to the rear yard. In the case of a lot having no street frontage or a lot of irregular shape, any yard that is not a front yard or a rear yard shall be considered a side yard.

ARTICLE II
Procedure and Applications

Section 1 General procedural requirements.

A. Plats for lot line adjustments and subdivisions as well as subsequent development thereof shall be prepared by a New York State licensed professional surveyor.

B. Plat size and legibility. Plats for subdivisions and lot line adjustments shall be on sheets no smaller than 8 1/2 inches by 11 inches and not larger than 24 inches by 36 inches. Where necessary, such plats may be in two or more sections accompanied by a key diagram showing relative location of the sections.

C. Plats for all proposed subdivisions as defined in Section 6 of this Chapter shall be filed with the Planning Board for approval.

D. All applications for lot line adjustments and preliminary and final subdivisions shall be signed by the owner or owners of the property or include an affidavit of ownership or representation to verify that the application is made with their consent.

E. Fees. Fees associated with subdivision applications are as established within the Town of Sennett Permit Fees adopted by the Town Board and as may be amended.

F. Preapplication conferences. Prior to the Planning Board certifying an application as complete, preapplication conferences with the Development Office are encouraged in order to:

(1) Review application requirements and procedures;

(2) Discuss preliminary design of the project;

(3) Establish a probable timetable for review; and

(4) Review Town policies concerning development.

G. Sketch plans. The applicant may request, or the Planning Board may require submission of a subdivision sketch plan in accordance with Section 3 of this chapter. The Planning Board's purpose in reviewing subdivision sketch plans shall be solely to provide an opportunity for informal discussions concerning a proposed subdivision with Planning Board members at a regular meeting.

H. Conservation subdivision. The Planning Board may consider any proposal for a conservation subdivision submitted by an applicant pursuant to Section 10 of this chapter and New York State Town Law § 278, as amended. The Planning Board may require clustering of lots and

development to protect environmentally sensitive areas or to preserve open space.

I. Conservation subdivisions, Major Subdivisions, and subdivisions to be developed in distinct phases or sections shall be subject to two stages of review. Preliminary review will consider potential impacts from the entire subdivision. Final review will address one or more individual phases or sections identified as part of the approved preliminary plat.

J. Where a subdivision plat covers only a part of the subject and any adjacent parcel(s) owned by the applicant, the Planning Board may require a separate conceptual plan for the remainder of the land, including an estimated time schedule for subdivision and development.

K. The Planning Board shall refer applications for subdivision to the Cayuga County Planning Board as required by § 239-n of the General Municipal Law or if deemed necessary.

L. The Planning Board shall refer applications for subdivision to neighboring municipalities as required by § 239-nn of the General Municipal Law or if deemed necessary.

M. Major subdivisions. Will require connection to existing municipal water service, and if not available, extension of municipal water will be required; unless the Planning Board determines to waive said requirements in accordance with Art. II, §1(Q) below.

N. The Planning Board shall coordinate subdivision review with the City of Auburn Sewer Authority, other involved agency upon the receipt of a completed application.

O. SEQR. All applications for approval require appropriate environmental review in accordance with the State Environmental Quality Review Act[2] and its implementation regulations.

P. Surety. The Planning Board may require that appropriate surety be posted with the Town to assure that specified elements of development are constructed as designed and/or to assure that the conditions of approval are satisfied in conformance with the requirements in Section 4 of this chapter and New York State Town Law.

Q. Waivers. Pursuant to authority in New York State Town Law, the Planning Board may waive, when reasonable, any requirements or improvements for the approval, approval with modifications or disapproval of subdivisions submitted for its approval. Any such waiver, which shall be subject to appropriate conditions, may be exercised in the event any such requirements or improvements are found not to be requisite in the interest of the public health, safety and general welfare or inappropriate because of inadequacy or lack of connecting facilities adjacent or in proximity to the subdivision.

(1) If an applicant wishes to request a waiver, said request shall be submitted, in writing, as part of the application. The application shall state fully the grounds of said request.

(2) The Planning Board shall make findings supporting its decision regarding a waiver.

(3) Waivers shall be made by resolution of the Planning Board. A statement showing the date that such waiver was granted shall be affixed to the final plat.

(4) When granting waivers, the Planning Board may also impose additional conditions, as needed, to achieve the objectives of the waived requirement(s).

[2] *Editor's Note: See Environmental Conservation Law § 8-0101 et seq.*

R. All subdivision proposals require a public hearing before the Planning Board. All owners of property located within 500 feet of the parcel proposed for subdivision shall be notified of the public hearing by receiving a copy of the legal notice published in the Town's official newspaper. In addition, the Town Clerk is to provide a public hearing notice to the municipal clerks in neighboring municipalities when the site under review lies within 500 feet of the neighboring municipality.

S. Complete application. In compliance with New York State Town Law, subdivision applications shall not be considered complete until a negative declaration has been filed or until a notice of completion of the draft environmental impact statement has been filed in accordance with the provisions of the State Environmental Quality Review Act.[3] The time periods for review of a subdivision shall begin upon filing of such negative declaration or such notice of completion.

T. Advanced site preparation. After a Planning Board vote to approve a subdivision and before receipt of the Planning Board Chair signature on the approved final plat, the Planning Board may grant approval for site preparation upon formal request by the applicant. Said application shall describe the site preparation to be completed and be supported by good and sufficient reasons for starting in advance of final approval. Surety required by the Planning Board for the performance of the described site preparation shall be accepted by the Town Board and filed with the Town before issuance of permits.

U. Provision of land for parks. In conjunction with its review of a subdivision application, the Planning Board shall make findings and a determination that a proper case exists for requiring a set-aside of parkland or payment of a fee in lieu thereof.

(1) Fee Established. In order to ensure appropriate recreation facilities and amenities are provided within the Town of Sennett, there shall be imposed a recreation fee per lot for any approved subdivision plat; provided, however, that no fee shall be charged for a lot on which a residential dwelling exists at the time of said subdivision, or for which the fee set forth herein has already been paid. The exclusion for lots upon which a fee has been paid shall only apply if such lot is included in the new subdivision plat with dimensions unchanged from those at the time that such fee was paid. This fee shall be set by resolution of the Town Board and shall be due and payable prior to the final approval of any subdivision plat.

(2) Land Dedication. An applicant for subdivision plat approval may propose the dedication of a parcel(s) of land within or without the area for which approval is being sought for recreation purposes in lieu of the payment of the fees herein established. If the Planning Board determines that the land offered for dedication to the Town is suitable for recreation purposes, addresses an actual or imminent need of the Town, and that the value thereof is at least equal to the amount of the recreation fees which would otherwise be due, it can recommend to the Town Board that it accepts an offer of dedication. If the Town Board accepts the offer of dedication, the recreation fees otherwise required shall be waived. The Planning Board may recommend to the Town Board the establishment of conditions in connection with the acceptance of the offer of dedication. Notwithstanding the Planning Board's recommendations, or lack thereof, the Town Board shall have the right to establish conditions in connection with such dedication as it deems appropriate.

[3] *Editor's Note: See Environmental Conservation Law § 8-0101 et seq.*

(3) (3) Collection, Deposit and Expenditure of Fees. All recreation fees required by the Planning Board pursuant to this Section shall be deposited into a fund to be used exclusively for expenditures approved by the Town Board related to public recreation in the Town of Sennett, including acquisition of land for recreational purposes.

Section 2 Lot line adjustments.

Plats for lot line adjustment shall be clearly identified as such and shall be submitted to the Town Development Office for review and Planning Board Chair signature before being filed with the office of Cayuga County Clerk.

A. For lot line adjustments, no additional lots shall be created, and all resulting lots shall be of sufficient area and dimension to meet minimum requirements for zoning and building purposes.

B. Submitted plats for lot line adjustments shall show information as described in Section 7 and Section 8 of this chapter.

C. The purpose for the lot line adjustment shall be shown on the plat and described in the deeds.

D. Applications for lot line adjustments shall be reviewed by the Code Enforcement Officer for compliance with requirements in Town Zoning Law regarding lot size, dimensions and general layout.

E. Upon a finding of compliance, the plat shall be signed by the Planning Board Chair.

Section 3 Sketch plan requirements.

A. Sketch plans shall be clearly marked as such and shall identify:

(1) Existing general land features.

(2) Existing and proposed development, including buildings and pavement.

(3) Existing and proposed lots with lot dimensions and areas.

(4) Proposed land use(s) and zoning.

(5) Utilities.

(6) Location and nature of all existing easements, deed restrictions and other encumbrances.

(7) Environmentally sensitive features such as watercourses, wetlands, steep slopes and other natural features.

B. It is the responsibility of the applicant to provide a sketch plan that depicts a reasoned and viable proposal for subdivision and subsequent development of the lot(s).

C. Planning Board members may suggest modifications to, but shall not approve or disapprove, the sketch plan. Comments made by individual Board members during sketch plan review shall not be interpreted as constituting approval or disapproval by the Board, nor shall they be interpreted to limit the scope of any subsequent review or approval of a derivative plan.

Section 4 (Reserved)

Section 5 Preliminary plat procedural requirements.

A. Preliminary plats shall be clearly identified on the plats as being preliminary.

B. Approvals of preliminary plats shall include a description of what is being approved.

C. Within five business days of the adoption of the resolution granting approval or disapproval of a preliminary plat, it shall be certified by the Secretary of the Planning Board as having been granted or denied preliminary approval, and a copy of such resolution shall be filed in the office of the Town Clerk. A copy of the resolution approving or disapproving the plat shall be included in the Planning Board's minutes and a copy mailed to the applicant.

D. If preliminary plat drawings are not submitted to the Town Development Office for required signatures within six months of the Planning Board vote to approve said plat, the Planning Board may revoke the preliminary plat approval only after finding that field conditions on or around the subject property and/or applicable regulations in existence at the time of the vote to approve have changed significantly and to such extent that reconsideration of the preliminary plat is warranted.

E. In the event the Planning Board fails to take action on a preliminary plat within the time prescribed by New York State Town Law § 276, as amended, the plat shall be deemed approved, and a certificate of the Town Clerk as to the date of submission and the failure to take action within such a prescribed time shall be issued on demand and shall be sufficient in lieu of written endorsement or other evidence of approval herein required.

Section 6 Final plat procedural requirements.

A. In compliance with New York State Town Law, within six months of the Planning Board Chair signature on an approved preliminary plat, the owner must submit the final plat for consideration by the Planning Board. If such plat is not so submitted, approval of the preliminary plat may be revoked by the Planning Board.

B. The Planning Board shall, by resolution, approve, approve with conditions or disapprove a final subdivision plat. Resolutions for conditional approval shall include such requirements which, when completed, will authorize signing of said plat by such persons as specified therein.

C. Within five business days of the Planning Board resolution approving, conditionally approving or disapproving a final subdivision plat, said resolution shall be certified by the Secretary of the Planning Board, a copy of the certified resolution shall be filed with the Town Clerk and another copy mailed to the applicant.

D. Approval of a final plat by a resolution of the Board shall expire within 180 days after the date of the resolution granting approval if said plat has not been submitted in final form for signature. The Planning Board may extend the time in which an approved plan in final form must be submitted for signature if, in its opinion, such extension is warranted by the particular circumstances thereof, but for no longer than two additional periods of 90 days each.

E. Upon completion of such conditions as may be stated in the resolution granting approval, and after signatures of all other persons specified in said resolution, the Chairperson of the Planning Board shall sign the plat. The signature of the Planning Board Chairperson shall constitute final approval.

F. A subdivision plat submitted for signature shall be a clear, legible print on linen or other suitable material that will not deteriorate.

Section 7 Preliminary subdivision plat checklist.

A. A preliminary subdivision application shall include an affidavit that the applicant is the owner or equitable owner of the land proposed to be subdivided or his or her legal representative.

B. Information shown on preliminary subdivision plats shall be organized to clearly depict existing and proposed conditions and assist the Planning Board's understanding of potential impacts as well as proposed mitigation.

C. The preliminary subdivision plat shall be clearly marked as preliminary and show all of the following information at the discretion of the Planning Board:

(1) General content.

(a) All dimensions shall be shown in feet and in hundredths of a foot.

(b) Proposed subdivision name or identifying title (Preliminary Subdivision of Property Owner).

(c) Name and address of the property owner.

(d) Names of owners of all abutting land and the names of all abutting subdivisions.

(e) Name and seal of the New York State licensed professional engineer and/or surveyor responsible for the plat.

(f) Date, North point and scale. The plat shall be at a scale of no more than 100 feet to the inch.

(g) A legible location map.

(h) A map revision box.

(i) A map legend/key.

(j) A signature block for the Planning Board Chairperson and others as may be required.

(k) An area for general map notes.

(l) A completed agricultural data statement form identifying whether the site lies within an area which is further regulated under § 283-a of Town Law, as amended.

(m) For lots located within or adjacent to an established Cayuga County Agricultural District, the plat shall have a general note identifying and thereby acknowledging the provisions of Town Code and in accordance with the 2014 Countywide Agriculture Plan.

(n) Current zoning of the land, including district boundaries and all setback dimensions for said zoning district(s).

(2) Existing conditions: lots.

(a) All existing property lines, with bearings and distances, including the subject (parent) parcel(s) Tax Map number(s).

(b) Sufficient data to determine readily the location, bearing and length of every existing street, easement, lot and boundary line and to reproduce such lines on the ground,

including:

[1] The length of all straight lines, radii, lengths of curves and tangent bearings for each street; and

[2] All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

(c) The boundaries and nature of all existing easements, deed restrictions and other encumbrances.

(3) Existing conditions: natural land features.

(a) Existing contours at vertical intervals of no more than 20 feet, including the source of the information. In the case of steep or unusual tracts, the Planning Board may require contours at such lesser intervals as it finds necessary for study and planning of the tract.

(b) Existing vegetative land cover.

(c) Delineation of natural features, including:

[1] Existing watercourses.

[2] Tree masses and other significant land cover.

[3] Land exceeding a slope of 10%.

[4] NYSDEC or federally regulated wetland.

[5] FEMA Special Flood Hazard Zone boundaries and designations, including the Flood Hazard Zone, Community Map Panel Number and the effective date of the Flood Insurance Mapping as shown.

[6] Other sensitive natural features.

(4) Existing conditions: man-made features.

(a) All existing significant man-made features, including but not limited to:

[1] Buildings with property line setbacks.

[2] Width, location and sight distances for all private driveways.

[3] Limits of pavement and parking areas.

[4] Existing streets on or adjacent to the subject lot, including names, right-of-way widths and pavement widths.

[5] Sanitary and storm sewers.

[6] Wastewater treatment systems.

[7] Public and private wells, water mains and fire hydrants.

[8] Drainage features, including, stormwater ponds, swales, culverts and known underground drain tiles.

[9] Location of all other existing utility lines and related facilities, including gas, electric and telephone.

[10] Agricultural infrastructure, including surface and subsurface drainage systems and access lanes for farm equipment.

(5) Proposed conditions: lot boundaries.

(a) Delineation of all proposed sections or phases, if any.

(b) Survey map of new lots to be created as well as a survey or general location map showing the relationship of the derivative and parent parcels, including the road frontage and area remaining in the parent parcel. (For large parcels, a drawing from the legal description may be accepted.)

(c) Area of each lot in square feet. Proposed lots shall be numbered in numerical order.

(d) Sufficient data to determine readily the location, bearing and length of every proposed street, easement, lot and boundary line and to reproduce such lines on the ground, including:

[1] The length of all straight lines, radii, lengths of curves and tangent bearings for each street; and

[2] All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.

(e) The proposed building area for each lot as measured from the property line.

(f) Required building setback lines on each lot.

(g) For proposed conservation subdivisions Section 10, a summary of requested modifications to lot size, setback and other dimensional requirements.

(h) The boundaries and nature of all proposed easements, deed restrictions and other encumbrances.

(6) Proposed conditions: development.

(a) Delineation of limits of any land to be disturbed in any manner, including areas to be cleared of vegetation, cut, filled, excavated or graded. The delineation shall include dimensions and other references needed to allow efficient field verification.

(b) Existing and proposed contours, at vertical intervals of no more than five feet.

(c) Proposed location, boundaries and uses of all buildings.

(d) The proposed building setback from each property line and other buildings on the same lot.

(e) Location and dimension of all areas to be protected as open space.

(f) Location and dimensions of all public buildings, public areas and other parcels of land proposed to be dedicated to or reserved for public use.

(g) Location and description of all swales, ponds, basins, fences, dikes or other devices required to control soil erosion and sedimentation or otherwise comply with the provisions of the New York State Standards and Specifications for Erosion and Sediment Control and New York State Stormwater Management Design Manual.

(h) Limits of pavement and parking areas.

(i) Location and width of all proposed streets, alleys, rights-of-way and easements.

(j) Typical cross-sections, street profiles and drainage details for all streets. Such profiles shall show the following: existing grade along the proposed street center line; existing grade along each side of the proposed street right-of-way; proposed finished center-line grade or proposed finished grade at top of curbs; sanitary sewer mains and manholes; and storm sewer mains, inlets, manholes and culverts.

(k) Location and widths of all proposed driveway intersections with streets and sight distances therefrom. Suitable means of access in accordance with the Town Code and the Town of Sennett Town Code must be shown for each lot unless such lot is to be annexed to an existing parcel with suitable access.

(l) Location and size of all proposed water mains, laterals, hydrants, meters and valves.

(m) Location of any public or private wells.

(n) Location, size and invert elevations of all proposed sanitary and storm sewers and location of all manholes, inlets and culverts.

(o) Where on-site wastewater treatment will be required for development of the proposed lots and regardless of whether or not the current application includes proposed development, the following information shall be provided:

[1] Delineation of sufficient area for at least one potential on-site wastewater treatment system for each proposed lot unless such lot has an existing and functioning on-site wastewater treatment system.

[2] Field test results and the name of the individual taking the tests to determine soil percolation capabilities within that area.

(p) Location of all other proposed utility lines and related facilities, including, gas, electric and telephone.

(q) Proposed vegetative land cover and landscaping.

(r) Outdoor lighting.

(s) Location and design of proposed signs.

(t) A description of all approvals required from outside agencies.

(u) Schedule for development, including a detailed sequence of construction and estimated dates for start and completion.

(v) The Planning Board may require an applicant to submit additional information as may be needed to assess the potential impacts from the proposed development.

Section 8 Final plat checklist.

The final subdivision plat shall be clearly marked as final and shall show thereon or be accompanied by:

A. All information provided on the approved preliminary plat as well as any improvements, modifications and additional information required as part of the preliminary approval.

B. The names of developments and proposed streets. The Planning Board shall have the right to name new developments and streets, in accordance with historic characteristics of the community and the Cayuga County 911 addressing policy, which have first been approved by the Planning Board and Cayuga County 911 Center.

C. Detailed sizing and final material specification of all required improvements.

D. Permanent reference monuments as required by any proper authority.

E. A detailed plan identifying all lands, easements and rights-of-way which shall be commonly owned with the identification of the association responsible for said ownership and method of managing the commonly owned properties.

F. Copies of other proposed easements, deed restrictions and other encumbrances.

G. Protective covenants, if any, in a form acceptable for recording.

H. Cost estimates for improvements where surety may be required by the Planning Board, including but not limited to landscaping and stormwater and erosion control measures. Refer to Section 4 of this chapter.

I. The owner shall tender offers of cession, in a form certified as satisfactory by the Town Board Attorney, of all land included in streets, highways or parks not specifically reserved by the owner. Although such tender may be irrevocable, approval of the site plan by the Planning Board shall not constitute an acceptance by the Town of the dedication or gift of any street, highway or park or other open public areas. A dedication or gift of any such improvements may only be accepted by resolution of the Town Board.

Section 9 Planning Board findings.

Land shall be suited to the purposes for which it is to be subdivided. Regardless of whether or not development is proposed, Planning Board decisions regarding subdivisions shall be accompanied by findings regarding whether or not:

A. Review of the proposal was completed in compliance with applicable procedural requirements.

B. The proposal clearly and accurately describes the proposed lots as well as proposed development of same.

C. Resulting lots are sized and arranged to allow reasonable development and use in compliance with existing Town Code requirements and with the intent of this chapter.

D. Subsequent use and development of the lots will be unduly limited by easements, deed restrictions or other encumbrances.

E. Proposed lots and development provide for:

(1) Safe and efficient vehicular and pedestrian access.

(2) Sufficient space for on-site parking, loading and unloading and similar activities.

(3) Adequate emergency access.

(4) Proper drainage controls and mitigation measures in compliance with current NYSDEC requirements.

(5) Safe and sufficient water supply.

(6) Proper sewage disposal.

(7) Proper access to other available utilities such as gas, electric and telephone.

F. Resulting development will have an undue negative impact on the safety and efficiency of the existing road network.

G. Resulting development will have an undue negative impact on neighboring properties.

H. Proposed lot layouts and development are designed and arranged to minimize modification of existing landforms, including rock outcroppings, hilltop lookouts and natural contours.

I. Proposed lot layouts and development are designed and arranged to avoid impacts to natural features.

J. Proposed lots and development avoid, to the extent practical, negatively impacting culturally and historically significant features.

K. Proposed lots and development avoid encroaching on areas subject to periodic flooding. Where avoidance of such areas proves impractical, such measures, will be required in accordance with the NYS Department of Environmental Conservation (NYSDEC) Stormwater Management Design Manual; and other applicable codes; will be taken to minimize potential for flood damage to proposed improvements and adjoining properties.

L. Outdoor lighting shall be dark-sky-compliant in accordance with the provisions contained in Article VI, Site Plan Review Standards of the Zoning Law.

M. The subdivision design allows the continuation of agricultural practices on the balance of the site and/ or surrounding parcels and considers the effects such design shall have on minimizing the impedance of such practices.

Section 10 Conservation Subdivisions.

A. Purposes. The Town Board of the Town of Sennett finds that the topography and environmental sensitivities of certain parcels in the Town do not lend themselves to the conventional development as designated by their current zoning. Therefore, the purpose of this article is to enable and encourage flexibility of design in housing and the development of land in such manner as to permit the most appropriate use of land, to preserve the natural, scenic and ecological qualities of environmentally sensitive areas and to provide larger areas of open space, both for recreation and for environmental conservation purposes pursuant to the provisions of § 278 of the New York State Town Law.

B. Objectives. Among the objectives which should be achieved through use of clustered housing are the following:

(1) The creative use of land so as to establish a more desirable living environment than would

be possible through the strict application of certain Town zoning standards.

(2) The preservation of surface water, wetlands, steep slopes, hilltops, ridgelines, major stands of trees, outstanding natural topography and glaciated features. Other areas to be preserved include areas of scenic and ecological values, including open spaces and other environmentally sensitive areas.

(3) To prevent soil erosion, minimize negative environmental impacts and control development in flood hazard areas.

(4) To encourage innovation through flexibility in design and layout of residential housing consistent with the intent of this chapter by permitting housing units to be clustered without increasing overall site density.

(5) To permit housing developments that reflect the legislative intent of § 278 of the Town Law of the State of New York.

(6) To create a housing development that is in harmony with the character of the area and the environmental sensitivities of the sites.

C. Statutory authority. In accord with § 278 of the New York State, the Town Board authorizes the Town Planning Board to approve cluster development simultaneously with the approval of a plat or plats and to grant variations to the dimensional standards of Zoning Law of the Town of Sennett, concurrent with the approval of plats for cluster development subject to the conditions set forth in § 278 of the New York State Law. The Town Planning Board is also authorized, at its discretion, to require the owner to submit an application for cluster development subject to criteria established by local law by the Town Board whether or not the owner makes application for a cluster development project.

D. Conditions.

(1) A cluster development shall result in a permitted number of building lots or dwelling units which shall in no case exceed the number which could be permitted, in the Town Planning Board's judgment, if the land were subdivided into lots conforming to the minimum lot size and density requirements of the zoning regulations applicable to the district or districts in which such land is situated and conforming to all other applicable requirements; provided, however, that where the plat falls within two or more contiguous districts, the Town Planning Board may approve a cluster development representing the cumulative density as derived from the summing of all units allowed in all such districts, and may authorize actual construction to take place in all or any portion of one or more of such districts.

(2) Project density shall be based only upon the amount of usable land which is available for development. In computing the usable or developable land, any land situated in a flood hazard area, having slopes in excess of 20%, officially designated freshwater wetlands, lands occupied by public utilities, structures, drainage control areas or rights-of-way or otherwise unsuitable for development shall not be considered part of the gross area.

(3) The Town Planning Board as a condition of plat approval may establish such conditions on the ownership, use, and maintenance of such open lands shown on the plat as it deems necessary to assure the preservation of the natural and scenic qualities of such open lands. The Town Planning Board may require that such conditions shall be approved by the Town Board before the plat may be approved for filing.

(4) The plat showing the cluster development may include areas within which structures may be located, the height and spacing of buildings, open spaces and their landscaping, off-street open and enclosed parking spaces, streets, driveways and any other features required by the Town Planning Board.

E. Maintenance of open lands.

(1) Intent. Because open spaces are an inherent part of clustered developments, the Town must take special measures for the protection and regulation of these areas and to provide for a system of their permanent maintenance.

(2) Submission requirements. At the sketch plat stage, the developer shall submit a detailed proposal for maintenance of common lands and/or open spaces. The Town Planning Board may approve or approve with conditions any plans for maintenance of common areas and/or open spaces. Any conditions imposed for maintenance of open space and/or common lands shall become part of the conditions for final plat approval.

(3) Dedication of lands. If the open spaces are to be offered for dedication to the Town, the Town Planning Board shall refer such offers and related details to the Town Board for the necessary action prior to final plat approval.

(4) Property owners' association. If open spaces are not to be dedicated to the Town, the applicant must create a property owners' association and receive approval of the Office of the New York State Attorney General pursuant to state law.

F. Alternative means of maintenance of open lands. The following methods will be considered alternate means to maintain open spaces:

(1) In the case of single ownership of the clustered development by a sole owner, partnership, corporation or other legal means, deed restrictions protecting open spaces from further development may be submitted to the Town Attorney for review and to the Town Planning Board for acceptance.

(2) Any alternative methods for protection and preservation of open lands and common areas shall be submitted at sketch plat stage to the Town Planning Board for review and approval. All alternate proposals shall be submitted to the Town Attorney for review and comment. The Town Planning Board may require any additional information it deems necessary to conduct an adequate review of the alternate proposals.

G. Review procedure. The review and approval process and information requirements for a clustered project shall be conducted pursuant to major subdivision process procedures.

(1) Notice and public hearing. The proposed cluster development shall be subject to review at a public hearing or hearings held pursuant to the requirements for major subdivision approval.

(2) The plat showing such cluster development may include areas within which structures may be located, the height and spacing of buildings, open spaces and their landscaping, off-street open and enclosed parking spaces, streets, driveways and any other features required by the Town Planning Board.

(3) Filing of plat. On the filing of the plat in the office of the Cayuga County Clerk, a copy shall be filed with the Town Clerk, who shall make appropriate notations and references

thereto on the Town Zoning Map required to be maintained pursuant to § 264 of the New York State Town Law.

(4) Effect. The provisions of this section shall not be deemed to authorize a change in the permissible use of such lands as provided in the Zoning Ordinance or Local Law applicable to such lands.

ARTICLE III
Design Standards

Section 1 Incorporation of provisions in all plats.

The design standards of this article shall be incorporated in all proposed plats.

Section 2 Preservation of natural features.

A. Proposals for subdivision and development of land shall be designed to preserve and protect natural features.

B. Existing vegetation shall be preserved by the applicant during development to the fullest extent possible.

(1) Special precaution shall be taken to protect existing trees and shrubbery during the process of grading the lots and roads.

(2) Where any land other than that included in public rights-of-way is to be reserved for public or common use, the developer shall only remove such trees and other vegetation from the land so reserved as are specifically designated for removal on the plat approved by the Planning Board.

C. The boundaries and alignment of existing surface water shall be preserved unless the Planning Board finds that a change would be ecologically sound.

D. Land development within federal and/or state regulated wetland areas shall be subject to the appropriate agency approval.

E. Land subject to flooding or land deemed by the Planning Board to be uninhabitable shall not be plotted for residential occupancy or uses that may be a danger to health, life or property or aggravate an existing flood hazard. Such land areas shall be noted as "undevelopable" on the plat and set aside.

Section 3 Lot size and arrangement.

A. The Planning Board shall reduce the overall number of lots allowed below the maximum specified in the Town Code upon findings that a reduction is needed to protect the health, safety and welfare of the community or the environment.

B. Lot sizes and dimensions shall not be less than those specified in the Zoning Law of the Town of Sennett unless the provisions thereof are to be modified by the Planning Board pursuant to New York State Town Law § 278.

C. Lot sizes and dimensions in excess of the minimum standards of the Zoning Law of the Town of Sennett shall be required by the Planning Board as needed to protect the health, safety or welfare of the community or the environment.

D. No division of land shall result in any parcel becoming landlocked. Any parcel created by division of land shall have access to a right-of-way. Any division of land shall be classified at the time of subdivision as a conservation subdivision, major subdivision, or minor subdivision.

E. Residential lots greater than three acres shall not have lot depths greater than 2 1/2 times the lot width except as may be specified in the Zoning Law of the Town of Sennett.

F. All blocks in a subdivision shall have a minimum length of at least 750 feet with a maximum length of 1,200 feet. Such blocks containing individual lots shall be at least two lot depths in width, except where reverse frontage may be employed along major highways. Modifications of the above requirements are possible in commercial and industrial developments.

G. Side lot lines shall be substantially perpendicular to street lines.

H. Double-frontage lots are prohibited, except where employed to prevent vehicular access to major traffic streets or where otherwise required by unusual topographic conditions. Where double-frontage lots are permitted, the Planning Board shall, as a condition of final plat approval, determine the front yard and rear yard portions of all such lots.

I. Subdivision of land resulting in the creation of four or more parcels along a right-of-way shall constitute a major subdivision and shall only be authorized with improvements to create a public right-of-way pursuant to Town of Sennett Town Code.

J. The Planning Board shall be authorized to grant single lot subdivision approval of any parcel along a private right-of-way and classify such action as a minor subdivision, even if the private right-of-way has four or more parcels, provided the parent parcel meets the zoning requirements of the zoning district, and the Planning Board finds in so creating the single lot subdivision no adverse impact shall occur pertaining to the public health or safety of the adjoining parcels along the private right-of-way.

Section 4 Storm and surface drainage.

A. All storm sewers and drainage facilities such as gutters, catch basins, bridges, culverts and swales shall be designed for the development and be subject to the approval of the Town. Such facilities shall be capable of handling upland flows that may be generated from future land development.

B. The following points should be considered in the design of storm drainage facilities.

(1) Lots shall be laid out and graded to provide positive drainage away from buildings.

(2) Storm sewers, culverts and related installations shall be provided:

(a) To permit unimpeded flow of natural watercourses.

(b) To insure adequate drainage of all low points.

(c) To intercept stormwater runoff along streets at intervals reasonably related to the extent and grade of the area drained.

(3) In the design of storm sewer systems, special consideration shall be given to avoidance of problems, which may arise from concentration of stormwater runoff over adjacent properties.

Section 5 Street system layout.

A. General.

(1) Streets shall be constructed to provide adequate means of access to each lot of a subdivision.

(2) Design and construction of a street(s) and related improvements shall be in accordance with the standards and specifications described in the Town of Sennett Zoning Law and Town Code which are incorporated herein by reference.

(3) Streets and alleys shall be graded, surfaced and improved to the grades and dimensions shown on plats, profiles and cross-sections submitted by the applicant and approved by the Planning Board, Town Engineer and Town Highway and Water Superintendent.

(4) The location of all major streets in the proposed subdivision shall conform in general alignment to the adopted plans of the Town of Sennett.

(5) Where a subdivision abuts or contains a major traffic street, the Planning Board may require intermediate access streets, reverse-frontage lots or other treatments that will provide a reduction in the number of intersections with the major street and reasonable separation of local and through traffic.

(6) Minor streets shall be laid out to discourage vehicular through traffic, although provisions for street connections into and from adjacent areas shall be required.

(7) Proposed street layouts shall generally provide for the continuation or projection of existing streets in the surrounding area and for access to adjoining properties.

(8) Adequate street rights-of-way providing future points of access shall be provided as necessary where lots in the proposal are large enough to permit resubdivision or if a portion of the tract is not subdivided.

(9) Streets shall be so related to the topography as to produce usable lots and reasonable grades.

(10) New half or partial streets will not be permitted.

(11) Wherever a tract to be subdivided borders an existing or approved half or partial street, the balance of the street shall be plotted within such tract.

(12) New reserve strips, including those controlling access to streets, shall be avoided.

(13) Unless future extension is clearly impractical or found otherwise undesirable by the Planning Board, a street right-of-way of the same width as the street shall extend to property lines of surrounding properties in such a way as to permit access into adjoining lots where lots are large enough to permit subdivision.

(14) Street signs. Permanent street signs, of the same specifications as those of the Town Highway Department, shall be erected at each intersection by the Highway Department and paid for by the developer. The last word in the name of a private road shall be "drive."

B. Intersections.

(1) Streets shall be laid out to intersect as nearly as possible at right angles. No street shall intersect another at an angle of less than 75°.

(2) Multiple intersections involving a junction of more than two streets shall be avoided.

(3) Streets entering opposite sides of another street shall be laid out either directly opposite one another or with a minimum offset appropriate to the design speed.

(4) Where a subdivision abuts or contains an existing street of inadequate right-of-way width, additional right-of-way width will be required.

C. Alleys, culs-de-sac and dead-end streets.

(1) Alleys are permitted in residential developments. In commercial or industrial districts, alleys shall be a minimum width of 22 feet. Where such alleys dead-end, they shall be provided with a turnaround having an outside roadway diameter to allow emergency vehicle access.

(2) Cul-de-sac streets, permanently designed as such, should not exceed 250 feet in length

(3) Dead-end streets shall not be approved except when designed as stubs, with temporary "K" turnarounds to permit future street extension into adjoining tracts, or when designed as a cul-de-sac.

(4) Temporary hammerhead turnarounds shall be constructed to Town road specifications.

D. Haul roads. Haul roads may be required by the Planning Board, when applicable upon review with the Town Highway Superintendent, Town Board and Town Engineer. Performance bonds may also be considered as an option in lieu of construction of a haul road for necessary repair and maintenance of existing public roads.

Section 6 Parking, loading areas and site access.

A. In addition to the requirements in this section, proposed parking, loading areas and site access shall comply with the Zoning Law of the Town of Sennett.

B. All parking areas, passageways and driveways, except when provided in connection with one- and two-family residential uses, shall be surfaced with a dustless, durable, all-weather surface.

C. Parking areas shall be so graded and drained as to dispose of all surface water accumulation. The Planning Board may alter this requirement at the time of site plan approval when surface water drainage or other special requirements exist.

D. In locations where deterrence of unwanted parking is necessary, pavement striping is discouraged in favor of alternate means.

Section 7 Sidewalks, crosswalks and trails.

A. Pedestrian sidewalks and trails shall be provided to assist circulation or provide access to community facilities.

B. Sidewalks may be installed on one or both sides of the street or road that provides access to the site, as may be required by the Planning Board, depending upon local conditions or public safety.

C. Sidewalks, when required, shall be installed one foot inside the road right-of-way.

D. Walking trails, when proposed or required, shall be designed (where possible) to connect with existing trails in the Town of Sennett and shall be subject to the approval of the Town.

E. Crosswalks, a minimum of six feet in width, shall be provided:

(1) in blocks with interior parks, or where access to a school, shopping center or where other community facilities are located.

(2) in exceptionally long blocks, higher volume streets (>3,000 ADT), higher speed streets (>20mph), or on streets with more than 2 lanes.

(3) To provide direct routes for pedestrians to their destinations.

Section 8 Utilities.

A. General. If sewer, water, gas, electrical, streetlighting or other public utility facilities are proposed, their location and installation shall be coordinated so that they may be operated and maintained at minimum cost.

B. Water.

(1) Water supply systems shall be designed to provide adequate domestic usage and fire protection. Specific plans must be approved by the Town Engineer, the Water Superintendent having responsibility for the district providing service, the New York State Department of Health and the Department of Environmental Conservation.

(2) Where public water supply, in the opinion of the Planning Board, is reasonably accessible, the developer shall provide and dedicate to the Town a complete water distribution system. The design and installation of said system shall be subject to the approval of the Planning Board and jurisdictional agencies.

(3) Where public water supply is not within reasonable distance, an alternate supply, developed under the guidelines of the State Department of Health, shall be required. The Town does not guarantee or assume any liability for an individual water supply as shown on development plans. For all Major Subdivisions, the Planning Board may waive said requirement, if alternate supply is deemed adequate.

(4) Provision of potable water within regions of the Town not served by public water supplies shall be the sole responsibility of the property or developer. The adequacy, safety and reliability of such systems will not be reviewed, considered or insured by the Planning Board.

(5) Private on-site systems that are to be used as a water supply for development are to be designed in accordance with New York State Residential Code, subsection P2602.1.1, requiring individual (residential) potable water supply (IWS) wells be located and constructed according to New York state Department of Health (DOH) NYCRR Appendix 5-B standards to reduce the risk of contamination and maintain a long term water supply for homeowners.

(6) To the greatest extent practicable all new public water lines shall be looped with existing water lines.

C. Sewage disposal.

(1) Where the public sanitary sewer system, in the opinion of the Planning Board, is reasonably accessible:

(a) Sanitary sewers shall be installed to adequately provide all lots with connections to the public system.

(b) All design, material, construction and testing for public sanitary sewers shall be to the standard specifications of and subject to acceptance by the agency or municipality providing sewer service.

(c) Detail plans for all public sanitary sewage facilities shall meet the requirements of and be subject to the approval of the New York State Department of Health and the New York State Department of Environmental Conservation.

(2) Where public sanitary sewers are not available:

(a) Individual private on-site wastewater disposal systems shall be designed, specified and built to the standards and specifications of the New York State Department of Health Individual Residential Wastewater Treatment System Standards (Appendix 75-A) and any other agency or authority with jurisdiction.

(b) Where either or both water supply and sanitary sewage disposal are provided by individual on-lot facilities and evidence indicates that Town Code requirements are not adequate, the Planning Board may require tests and designs, in accordance with the rules and regulations of the State Department of Health and/or Department of Environmental Conservation, undertaken at the expense of the developer, to determine the adequacy of the proposed lot size and existing grade and soil conditions.

(c) Detail plans for all private sewage disposal systems associated with developments defined as subdivisions by the Public Health Law shall be subject to the approval of the New York State Department of Health.

D. Electric, telephone, cable TV or other buried cable utility.

(1) In every development, provisions shall be made for service from the private utility supply systems. All utilities serving a major subdivision and a streetlighting system shall be underground, rather than on poles, standard or towers. Underground conduit and cables shall be installed per the regulations of the Public Service Commission and a minimum of two feet below any drainage way.

(2) Utility services for any subdivision shall be consistent with the service methods that exist within 500 feet of the proposed development area. Applicants shall discuss with the Planning Board the service method to be used for every development submitted for review.

E. Storm sewers and drainage. Storm sewers and other stormwater management improvements shall be installed as required by current NYSDEC requirements and Town Code and when, in the opinion of the Planning Board, they are deemed necessary to provide adequate drainage for development of the subdivision and protection of neighboring properties.

Section 9 (Reserved)

Section 10 Community facilities.

In reviewing subdivision plats, the Planning Board will consider the adequacy of existing or proposed community facilities to serve future residents of the proposed subdivision.

Section 11 Landscaping.

Landscaping is the improvement of land by contouring and planting vegetative ground cover and may include the planting of decorative vegetation.

A. All lots which are disturbed during the course of construction and which are not covered by structures or paving shall be properly landscaped by the developer in compliance with the Town of Sennett Zoning Lawand other applicable design standards.

B. Individual homeowners, by written agreement with the developer, applicant or builder, may landscape their yards independently so long as soil erosion and sedimentation control on the site are not compromised thereby.

C. Additional landscaping may be required by the Planning Board to screen or buffer the subdivision from a visually incompatible use.

Section 12 Lighting.

A. A lighting plan detailing lighting levels and demonstrating compliance with the Town of Sennett Zoning Lawis required for all proposed outdoor lighting.

B. Additional site lighting and lighting along all new subdivision streets may be required. Light spacing, fixtures and underground conduit shall meet the requirements set forth by the Town Code, the Planning Board and electric corporation having jurisdiction in the service area.

ARTICLE IV
Required Improvements; Special Improvement Districts; Easements; Sureties; Dedication

Section 1 Required improvements.

A. Improvements may be required by the Planning Board to assure that all lots in subdivisions are adequately and properly served with streets, utilities, sanitation facilities which provide a healthy and safe environment and other safeguards to assure the property is properly identified, accessible to pedestrians and vehicles and protected against such dangers as flooding and erosion.

B. In all cases, the applicant shall be responsible for the installation of all required improvements.

C. Once the Planning Board has granted final approval and before the final signatures are placed on the plan, the applicant shall enter into an agreement with the Town Board for the subsequent completion of the platted improvements to be dedicated to the Town.

D. The developer shall submit with the tender of dedication and deeds to all streets, easements and required sureties to assure the proper and timely completion of the required improvements.

E. Required sureties shall be filed with the Town in compliance with Section 4 of Town Code.

F. Minimum improvements and construction standards required of all subdivisions shall be as set forth in the Town of Sennett Town Code.

Section 2 Special improvement districts.

A. Purpose. In order to provide utilities and services, including but not limited to sanitary sewer, water, drainage and lighting, on an equitable basis and to assure a means of ongoing maintenance of same, the applicant shall petition the Town Board to create or extend utility and service districts as required.

B. These districts shall be created in conformance with the provisions of New York State law to assure that those property owners benefited by the utilities and services are responsible for the cost of their installation and maintenance.

C. The Town Attorney and Town Engineer shall review necessary documents and maps, and the Town Clerk will be responsible for publication and filing requirements. The developer shall reimburse the Town for all legal and engineering costs incurred as a result of the formation of the district(s) in compliance with the most current Town Fee Schedule.

D. Required improvement districts must be extended or created by the Town Board before the signature of the Planning Board Chairperson may be affixed to the approved final site plan or subdivision plat.

Section 3 Easements.

A. General. As required by the Town, easements of sufficient width necessary for installation, repair and/or replacement of improvements shall be provided, subject to the following:

(1) The depth, type, size and location of a utility in addition to soil conditions will be considered when establishing an easement width.

(2) To the fullest extent possible, easements shall be centered on or adjacent to rear or side lot lines.

(3) Public water. Where an easement for public water is provided, the service shall extend to the easement line (or across utility easement).

(4) Where a development is traversed by a watercourse, the applicant shall provide to the Town at no cost a drainage easement or right-of-way conforming substantially to the line of such watercourse and of such width as will be adequate to preserve natural drainage and maintain the same.

(5) The minimum easement width shall be 20 feet, but the actual width acceptable to the Town will consider all those factors previously listed in this section.

(6) Stormwater management facilities. An access easement of 25 feet shall be provided around all portions of stormwater management facilities, or said facilities may be located on land dedicated to the Town.

B. Formation of easements. If easements are required on a project, the following procedure will be followed:

(1) The developer will have his engineer and/or surveyor prepare maps and descriptions of all of the easements associated with the development.

(2) The easements and descriptions are referred to the Town Engineer for technical review of bearings and distances.

(3) After technical review by the Town Engineer, the easement maps and descriptions are sent to the Town Attorney to assure that the appropriate legal language is incorporated into the documents.

(4) The Town Attorney will then contact the developer's attorney to work out any concerns associated with the easement descriptions.

(5) If any revisions to the easements are needed, they are made by the developer's engineer. Any changes must then be offered to the Town Board for acceptance.

(6) Either the Town Attorney or the Town Clerk will duly file the final easements, and the charge of such will be borne by the developer.

Section 4 Sureties.

A. Provisions of this section are administered as provided for in New York State Town Law § 277, as amended.

B. In compliance with New York State Town Law Article 16, § 277, Part 9, as may be amended, surety may be required by the Planning Board as a condition of site plan or subdivision approval in order to assure proper installation of proposed improvements, including but not limited to utilities, drainage facilities and roads.

C. Sureties shall be in amounts as approved by the Town Engineer or the Town Code Enforcement Officer and shall include costs, including:

(1) Estimated construction cost of all required improvements;

(2) A minimum contingency factor of 10%;

(3) A minimum of 6% for engineering and construction observation charges based on the project complexity and construction schedule;

(4) Installation of street signs and surveyor's monuments;

(5) Mapping; and

(6) Development of record drawings of installed facilities.

D. The form of the sureties shall comply with New York State Town Law and shall be approved by the Town Board Attorney.

E. After approval by the Town Engineer and Town Board Attorney, a complete description of the surety will then be provided to the Town Board who shall either accept or reject the surety.

F. Sureties.

(1) Sureties paid by cash or check that do not exceed $20,000 must be approved by the Town Supervisor prior to the issuance of building permits. Within 45 days following the date of such approval by the Town Supervisor, the applicant shall arrange to have the surety accepted by the Town Board. If the Town Board does not accept said surety within 45 days, any permits granted shall be revoked.

(2) Sureties that exceed $20,000 must be accepted by the Town Board prior to the issuance of building permits.

G. Inspection. All improvements covered under a performance surety must be inspected during construction. Costs of the required inspections shall be estimated by the Town Engineer and will be borne by the developer and shall be included in the initial value of the surety.

(1) The inspection procedure is designed to determine compliance with the approved plans.

(2) For inspection purposes, the contractor will notify the Town when construction will be undertaken on proposed improvements. Reasonable notice is required.

(3) Inspections are the responsibility of the Town Engineer, Highway and Water Superintendent, Town of Sennett Code Enforcement Officer, and other agencies as required and appropriate.

H. Surety default and retention.

(1) If the required improvements are not completely installed within the period as may be fixed or extended by the Planning Board, the Town Board may declare the surety in default and collect the amount payable thereunder. Upon receipt of such amount, the Town shall cause to install such improvements as were covered by the surety and as commensurate with the extent of building development that has taken place in the subdivision, not exceeding in cost, however, the amount collected from the surety.

(2) If within one year's time from the certificate of occupancy, remedial or landscaping work is incomplete, the Town shall complete said work and deduct costs from the posted sureties.

(3) The soil and erosion sureties will be retained until all disturbed pervious areas are 80% covered with vegetative controls (grass), at which point the escrow shall be released to the applicant.

I. Release of sureties. Upon completion of the required improvements, the applicant may request full or partial release of sureties filed with the Town.

(1) The process for a release of surety will be initiated when a written request for partial or total release is submitted to the Code Enforcement Officer for approval.

(2) The request will then be reviewed by appropriate Town Staff or the Town Engineer and compared with the inspection record.

(3) The Code Enforcement Officer will then forward a recommendation regarding the request to the Planning Board for their formal consideration.

(4) Recommendations by the Planning Board for full or partial release of funds shall be forwarded to the Town's Fiscal Officer, who, upon review, may release the specified funds.

(5) Approval by the Town for authorized periodic payments is not to be construed as acceptance of the work completed to date.

(6) Retainage shall be released only after a maintenance bond has been accepted by the Town and subject improvements have been tested and found acceptable by the Town's representatives.

Section 5 Approval for dedication.

A. General. Improvements offered for dedication to the Town of Sennett shall be complete with final inspections and approvals from the Town Highway and Water Superintendent, Code Enforcement Officer, a representative from the Planning Board, Town Engineer and others as may be appropriate.

B. The Town Board Attorney shall also review and accept legal documentation related to the dedication.

C. Improvements completed. Before dedication, subject improvements and the following shall have been certified as completed.

(1) Monuments shall have been set in their required locations as required by the Site Plan Review Standards and certified to the Town.

(2) Final grading shall be completed within the right-of-way and all spoil removed from the site.

(3) All street and traffic signs shall be properly set in their designated locations.

D. Special procedure for road dedication.

(1) Upon completion of the binder pavement and all other items related to the construction of a road and before installation of the top pavement course, the Town may elect to accept dedication of said road if the developer files with the Town surety sufficient to complete the top pavement course, as well as a two-year maintenance bond for the road in an amount deemed sufficient by the Town Highway Superintendent.

(2) This is intended to allow the developer to complete related construction on adjacent lots prior to installing the top pavement course thereby reducing marring or patching of the top pavement course resulting from normal construction activity.

(3) Before the expiration of the maintenance bond and before the final top is applied, the Town or its representative and the developer will hold a final site review to assess any damages or repairs that may be necessary by the developer under the maintenance agreement. Once the top course has been installed, final acceptance of all roadway improvements shall be obtained from the Town Board.

E. Record plans. Record plans and all testing results shall be supplied to the Town at least 15 days prior to dedication.

(1) Record maps shall be prepared by the applicant's engineer. Eight prints and a reproducible original (Mylar) shall be submitted to the Town Development Office.

(2) The record map shall contain the following information:

(a) The locations, sizes, elevations, lengths, slopes, inverts and top elevations of all structures in the sewer systems.

(b) The elevations of any drainage swales and drainage structures to be dedicated to the Town.

(c) The locations, including ties to all valves, curb boxes and hydrants to permanent structures.

(d) The locations at the property or easement line of each individual lot.

[1] Sanitary lateral cleanouts.

[2] Storm lateral.

[3] Water service curb box.

(e) Any other significant details affecting the operation or maintenance of any system by the Town.

(f) Survey control monuments.

(g) The location of all facilities shall be tied to visible and reproducible objects.

F. Maintenance bonds. The submission and acceptance of maintenance bonds for all newly constructed improvements, including landscaping, and those offered to the Town for dedication is required.

(1) Maintenance bonds shall be written by a surety provider licensed to do business in New York State, and they shall be in the amount of 10% of the actual construction costs incurred.

(2) Individual portions of the project, i.e., sanitary system and water system, can be bonded with their individual acceptances by the Town.

(3) A maintenance bond will not be accepted until the entire project is ready for dedication.

(4) Maintenance bonds for landscaping shall be held for a period of one year following installation to assure correction of any work that may be found to be defective.

(5) The maintenance bond for all other improvements to be dedicated to the Town shall be held for a period of two years following dedication of the improvements to assure correction of any work that may be found to be defective.

(6) Release of the maintenance bond shall be authorized, in writing, by the Town's Fiscal Officer upon final review of the project site by Town authorities. This review will be completed at least one month before the expiration of the bond.

ARTICLE V
Reconsideration

Section 1 Process for reconsideration.

A. Any applicant aggrieved by a finding, decision or recommendation of the Planning Board may appear before the Planning Board, present additional relevant information and request reconsideration of the original finding, decision or recommendation.

B. Applications for reconsideration shall be submitted, in writing, by the applicant not less than 14 calendar days in advance of the meeting at which reconsideration is desired.

C. Any application for reconsideration shall apply only to that portion of the subdivision which is being aggrieved.

SECTION 5. VALIDITY AND SEVERABILITY

If any clause, sentence, paragraph, subdivision or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not impair or invalidate the remainder thereof but shall be limited in its operation to the clause, sentence, paragraph, subdivision, section or part thereof directly involved in the proceeding in which such judgment is rendered.

SECTION 6. EFFECTIVE DATE

This Local Law shall take effect immediately upon adoption and thereafter shall be filed with the New York State Department of State.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

1. (Final adoption by local legislative body only.)

I hereby certify that the local law annexed hereto ascribed as local law number **2** of **2025** of the ~~City/~~**Town**~~/Village~~ of **Sennett** was duly passed by the **Town Board** on **October 16, 2025** in accordance with the applicable provisions of law.

~~2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer*.)~~

~~I hereby certify that the local law annexed hereto, ascribed as local law number ____ of 20____ of the City/Town/Village of _____ was duly passed by the _____ on _____ ____, 20___ and was (approved/not approved/repassed after disapproval) by the _____ (Elective Chief Executive Officer*) on _____ ____, 20___ in accordance with the applicable provisions of law.~~

~~3. (Final adoption by referendum.)~~

~~I hereby certify that the local law annexed hereto, ascribed as local law number ____ of 20____ of the City/Town/Village of _____ was duly passed by the _____ on _____ ____, 20___ and was (approved/not approved/repassed after disapproval) by the _____ (Elective Chief Executive Officer*) on _____ ____, 20___.~~

~~Such local law was submitted to the people by reason of a mandatory/permissive referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the general/special/annual election held on _____ ____, 20___ in accordance with the applicable provisions of law.~~

~~4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)~~

~~I hereby certify that the local law annexed hereto, ascribed as local law number ____ of 20____ of the City/Town/Village of _____ was duly passed by the _____ on _____ ____, 20___ and was (approved/not approved/repassed after disapproval) by the _____ (Elective Chief Executive Officer*) on _____ ____, 20___. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of _____ ____, 20___ in accordance with the applicable provisions of law.~~

~~5. (City local law concerning Charter revision proposed by petition.)~~

~~I hereby certify that the local law annexed hereto, ascribed as local law number ____ of 20____ of the City of _____ having submitted to referendum pursuant to the provisions of Section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the special/general election held on _____ ____, 20___ became operative.~~

~~* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.~~

~~**6. (County local law concerning adoption of Charter.)**~~

~~I hereby certify that the local law annexed thereto, ascribed as local law number ____ of 20____ of the County of _____, State of New York, having been submitted to the electors at the General Election of November ____, 20__ pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.~~

(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in the paragraph 1 above.

Kathleen Salisbury, Town Clerk

(Seal)

October 16, 2025
(Date)