

REQUIRED INFORMATION FOR SUBDIVISION APPLICATION



- Approval is required when creating a new lot and it must meet zoning code.
- Legal building lot is 45,000 sq. ft. Minimum 150' of road frontage.

Minor Subdivision – split parcel into not more than 4 lots (original + 3 new) within a 3-year period.

Major Subdivision – split parcel into 5 or more lots (original lot + 4 or more new lots)

Submit the following:

1. Survey/Subdivision Plat/Grading & Drainage Plan. Must include elements listed on page 3 of application for each proposed lot including **proposed home, driveway, and septic system location**. Please provide document sizes as:
 - (one copy) 24" x 36" size
 - (10 copies) 11" x 17" size
 - a pdf copy emailed to jbrady@townofnewstead.com
2. Subdivision application completed.
3. Environmental Assessment Form (EAF): Minor subdivision – short EAF
Major subdivision – long EAF
4. Payment of fee (see application).
5. Agricultural Data Statement – if property is within agricultural district containing a farm operation or if within 500' of a farm operation.
6. Monetary penalty must be enforced on parcels where owner benefitted from agricultural exemption when they wish to develop those same lands. New soil survey is required of remaining ag acreage. See Assessor for details.

After subdivision approval and filing of plat and deed with Erie County Clerk, please submit copy of deed and survey to the Assessor's office.

Planning Board may hold public hearing for which a legal notice will be published in The Akron Bugle prior to the hearing date, and owners within 1,000' will be notified in writing.