

Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

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

of Augusta

FILED
STATE RECORDS
FEB 25 2021

DEPARTMENT OF STATE

Local Law No. 5 of the year 2021

A local law "Subdivision Control Law"
(Insert Title)

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

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

of Augusta as follows:

** See Attached

(If additional space is needed, attach pages the same size as this sheet, and number each.)

(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, designated as local law No. 5 of 2021 of the (County)(City)(Town)(Village) of Augusta was duly passed by the Town Board on February 17, 2021, 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, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) _____ (Name of Legislative Body) (repassed after disapproval) by the _____ and was deemed duly adopted _____ (Elective Chief Executive Officer*) on _____ 2021, in accordance with the applicable provisions of law.

3. (Final adoption by referendum.)

I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) _____ (Name of Legislative Body) (repassed after disapproval) by the _____ on _____ 20____. _____ (Elective Chief Executive Officer*)

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, designated as local law No. _____ of 20____ of the (County)(City)(Town)(Village) of _____ was duly passed by the _____ on _____ 20____, and was (approved)(not approved) _____ (Name of Legislative Body) (repassed after disapproval) by the _____ 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.

* 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.

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

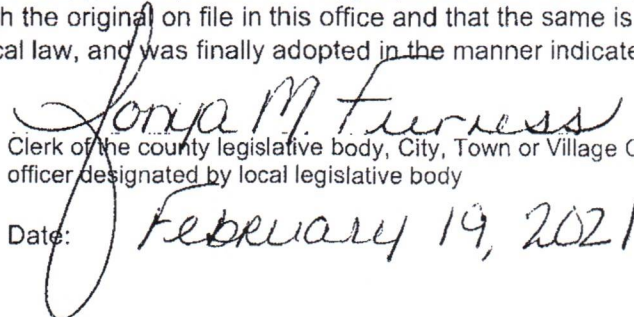
I hereby certify that the local law annexed hereto, designated as local law No. _____ of 20____ of the City of _____ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on _____ 20____, became operative.

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

I hereby certify that the local law annexed hereto, designated as local law No. _____ 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 paragraph _____ above.


Clerk of the county legislative body, City, Town or Village Clerk or
officer designated by local legislative body

Date:

February 19, 2021

(Seal)

TOWN OF AUGUSTA
SUBDIVISION CONTROL LAW

8/13/2013
Rev. 7/29/20

ARTICLE 6:	FINANCIAL GUARANTEES FOR PUBLIC IMPROVEMENTS	18
Section 610	Required Public Improvements	18-19
Section 620	Required Financial Security	19
Section 630	Review of Proposed Financial Security	19
Section 640	Schedule of Improvements	19
Section 650	Staged Refunding of Financial Guarantees	19
Section 660	Acceptance of Required Public Improvements	19
Section 670	Required Maintenance Guarantee	20
ARTICLE 7:	MISCELLANEOUS PROVISIONS	21
Section 710	Penalty Provisions	21
Section 720	Certification of Filing with County	21
Section 730	Severability	21
Section 740	Effective Date	21

ARTICLE 2: DEFINITIONS

For the purpose of this law, words and terms used herein are defined as follows:

Plat	Means a drawing, in final form, showing a proposed subdivision containing all information or detail required by law and by this law to be presented to the Planning Board for approval, and which after final plat approval, may be duly filed or recorded by the applicant in the Office of the County Clerk
Comprehensive Plan	Means a long-range or master plan for the development of the Town
Conditional Approval of Plat	Approval of a plat subject to conditions set forth by the Planning Board in a resolution conditionally approving such plat. Conditional approval does not qualify a plat for recording nor authorize issuance of building permits prior to final plat approval.
Final Plat Approval	Signing of a plat by a duly authorized officer of a Planning Board after a resolution granting final approval to the plat, or after conditions specified in a resolution granting conditional approval of the plat are completed. Such final approval qualifies the plat for recording in the Office of the County Clerk.
Official Sub-Mission Date	Means the date on which an application for plat approval, complete and accompanied by all required information, endorsements and fees, has been filed with the Planning Board and SEQRA requirements have been completed.
Planning Board	The Augusta Town Planning Board
Road, Major	Means a road that is either a state/town/county road.
Road, Minor	Means a road considered private or part of a subdivision under this control law.
Sketch Plan	Means a sketch of a proposed subdivision to enable the sub divider to save time and expense in reaching general agreement with the Planning Board as to the form of the layout and objectives of this law.
Major Sub-division	(a) Any division of a parcel of land into three (3) or more lots, blocks, or sites for the purpose of conveyance, transfer of ownership, improvement, building, development, or sale. A tract of land shall constitute a subdivision upon the sale, rental, offer for sale or lease, or building development of the third lot thereof within any consecutive three-year

ARTICLE 3: REVIEW AND APPROVAL PROCEDURE

Section – 310 Review Procedure for Subdivisions

All subdivisions shall be processed in the following steps:

1. Sketch plan conference (optional)
2. Application for plat approval.
3. Planning Board review.
4. Public Hearing.
5. Planning Board action on plat.

Section – 315 Sketch Plan Conference

The sub divider may request an appointment with the Planning Board for the purpose of reviewing a sketch plan. The Planning Board Secretary shall notify the sub divider of the time, date, and the place that the Planning Board will meet to consider and review such sketch plan as it relates to the Comprehensive Plan, design standards, and improvement requirements. This meeting is intended to assist the sub divider in the planning and preparation of the plat to save both time and money in preparing maps and plans.

This step does not require formal application, fee, or filing with the Planning Board.

Section – 320 New York Statement Department of Health

New York State Department of Health approval may be required for any subdivisions containing five (5) or more lots. Early contact by the sub divider with this department is advised.

Section – 325 County and State Highway Permits

A permit from the County Highway Superintendent or the State Department of Transportation is required for any new entries (including driveways) onto county or state highways.

Section – 330 State Environmental Quality Review Act

The sub divider shall submit such documentation as is necessary and appropriate to comply with the Environmental Conservation Law and the regulations thereof and in particular the State Environmental Quality Review Act (SAEQRA).

Section – 345 Application for Plat Approval

The sub divider shall file an application for plat approval on forms available from the Town Clerk or Codes Enforcement Officer, and accompanied by documentation as specified in Article 4 herein, to the Planning Board. Such application shall be submitted at least ten (10) days prior to the meeting at which it is to be considered by the Planning Board.

In the event the owner shall file only a section of such approved plat in the Office of the County Clerk or Registrar, the entire approved plat shall be filed within thirty (30) days of the filing of such section with the Town Clerk in each town in which any portion of the land described in the plat is situated. Such section shall encompass at least ten (10) percent of the total number of lots contained in the approved plat and the approval of the remaining sections of Section 265 – of the Town Law.

Section – 380 Recording of Plat

The sub divider shall record the Plat, or section thereof, in the Office of the Clerk of Oneida County, New York, within sixty-two (62) days after the date of final plat approval; otherwise, the plat shall be considered void and must again be submitted to the Planning Board for approval before recording in the Office of the Clerk of Oneida County, New York.

12. Evidence of legal ownership of property
13. Deed restrictions, existing and proposed in form for recording
14. Any other data such as certificates, affidavits, endorsements or other agreements as may be required by the Planning Board in enforcement of this law and any other applicable law, rule or regulation

Section – 420 Waiver of Submission Requirements

When an application concerns a subdivision of uncomplicated nature, such as a small subdivision along an existing road that requires no installation of public facilities, the Planning Board may waive certain submission requirements.

Trees. If roadside trees are provided, they should be outside of the road right-of-way and planted in such a manner as not to impair visibility at any corner or corners.

Standards for Road Design	<u>Minor Road</u>	<u>Major Road</u>
Minimum width Right-of-way	50 feet	60 feet
Minimum width of Pavement	18 feet	24 feet
Minimum width of Shoulders	5 feet	5 feet
Minimum radius of Horizontal curves	150 feet except for intersection corners	400 feet
Minimum length of Vertical Curves	Shall be such that at least 100 feet line of sight exists measured 3 feet above the road surface	200 feet
Minimum length of Tangents between Reverse Curves	100 feet except where excessive grades may be reduced to reasonable grades by shortening tangent	200 feet
Minimum Braking Sight Distance	200 feet	300 feet

Section 510 – Road Construction Standards

1. Road improvements shall be installed at the expense of the sub divider.
2. Roads shall be built with:
 - a. Sub grade, which shall be rough graded the full width of the road right-of way and compacted the full width between outer edges of the curbs and gutter. The sub-base shall consist of a suitable gravel and stone material approved by the Town Highway Superintendent and compacted to a depth approved by the Town Highway Superintendent.
 - b. Base course, consisting of a suitable gravel and stone material approved by the Town

Section 520 – Utilities

Public utility improvements may be required and shall be installed as follows:

1. Fire Protection: Hydrants to be of size, type, and location specified by the Insurance Services Organization.
2. Street Lighting: Poles, brackets, and lights to be of size, type, and location approved by the local power company.
3. Electricity. Power lines shall be placed underground and shall conform to Public Service Commission standards.
4. Utility Services: Shall be located from six (6) to eight (8) feet from the front property line to the center line of the utility service between the sidewalk and curb line.

Section 525 – Water Supply

1. The Planning Board may require evidence that an adequate and potable water supply be accessible to each lot.
2. If, in the opinion of the Planning Board, it is feasible and desirable to require a public water system, such system shall be installed at the expense of the sub divider to the approval of the Planning Board.

Section 530 – Sewage Disposal

1. If, in the opinion of the Planning Board, it is feasible and to require a sanitary sewer system, such system shall be installed at the expense of the sub divider to the approval of the Planning Board in accordance with plans approved by the New York State Department of Health and Department of Environmental Conservation.
All sanitary sewage disposal systems shall meet the requirements of the New York State Department of Health and Department of Environmental Conservation to the satisfaction of the Planning Board.

Section 532 – Drainage

The Town Highway Superintendent shall review all planned ditching, culvert and other drainage facilities to ensure that they are adequate and that flooding or ponding will not be created on the site. Adverse impacts upon other properties shall not be created.

Section 535 – Lots

Access. As required by Town Law §280-a, each lot shall have at least thirty-five (35) feet frontage directly abutting a public road to ensure adequate access by emergency vehicles. For purposes of a subdivision – public road access should be required. Lots shall also have minimum frontages as required by the Town Zoning Law.

Section 545 – Public Open Spaces and Sites

In subdivisions of twenty (20) or more lots, consideration shall be given to the allocation of areas suitably located for community purposes as indicated in the Comprehensive Plan and be made available by one of the following methods.

1. Dedication to the Town
2. Reservation of land for the use of property owners by deed or covenant.
3. Reservation for acquisition by the Town within a reasonable period of time. Said reservation shall be made in such manner as to provide for a release of the land to the sub-divider in the event the Town not proceed with the purchase.
4. If the Planning Board determines that suitable park or parks adequate size cannot be properly located in the plat or is otherwise not practical, the Board may require as a condition to approval of the plat a payment to the Town of a sum to be determined by the Town Board, which sum shall constitute a trust fund to be used by the Town exclusively for neighborhood park, playground, or recreational purposes including the acquisition of property.
5. The Planning Board may require the reservation of such other areas or sites of a character, extent, and location suitable to the needs of the Town as water plants, sewage treatment plant, and other community purposes not anticipated in the Comprehensive Plan.

Section 550 -Unsuitable Land for Subdivision

As a safety measure for the protection of the health and welfare of the people of the Town, that portion of a proposed lot which is found to be unsuitable for subdivision due to harmful features (e.g. drainage problems), shall not be subdivided until adequate methods are formulated by the sub divider and approved by the Planning Board.

Section 555-Waiver

The Planning Board may waive, subject to appropriate conditions, the provision of any/or all of such improvements as in its judgment of the special circumstances of a particular plat or plats are not required in the interest of the public health, safety, and general welfare, or which in its judgment are inappropriate because of inadequacy or lack of connecting facilities adjacent to in proximity to the subdivision.

Section 560 – Modification of Design

If at any time before or during construction of the public improvements it is demonstrated that unforeseen conditions make it necessary to modify the location or design of public improvements, the Planning Board may authorize such modifications, provided these modifications are within the spirit and intent of the Planning Board's approval and do not substantially alter the function of any such improvement required by the Board. Any such authorization issued under this section shall be in writing.

the Town in an amount approved by the Planning Board for the estimated cost of construction and overruns to the cost of construction of the public improvements required by the Planning Board pursuant to this law. The Town shall have the right to approve the source of such letter of credit.

Section 630 – Review of Proposed Financial Security

For each of the above options, the required public improvements shall be shown on subdivision plats, and the total amount of the required financial security shall be based thereon. Such estimates shall be certified by a licensed professional engineer, and shall be reviewed by the Town Board for financial adequacy as a guarantee of construction and of reasonable performance during a warranty period. The Town Board and its Attorney shall jointly review the guarantee agreement for sufficiency of form and execution and for the soundness of the financial guarantee offered by the applicant.

Section 640 – Schedule of Improvements

When a guarantee agreement has been approved by the Town Board and the required surety bond, certified check, or letter of credit has been received by the Town Clerk, the Town and the applicant shall enter into a written agreement itemizing the required public improvements, establishing a schedule for the construction and installation of such improvement, and itemizing the cost of construction and installation for each completion in order to facilitate the partial release of funds held as a financial guarantee by the municipality to the applicant as work is satisfactorily completed.

Section 650 – Staged Refunding of Financial Guarantees

At such times as the applicant wishes to have guarantee funds released in consideration of work performed and accepted; the applicant shall cause to be prepared an accurate statement of the work performed and accepted as of a date certain. This statement shall use the same item structure as was employed in the written agreement itemizing the required public improvements.

The applicant, after preparing such statement shall submit it for review, approval, and signature by an engineer acting on behalf of the town, by the appropriate municipal inspectors, and by the Town fiscal officer. If the statement is approved by the Town fiscal officer, the statement shall be forwarded promptly to the Town Clerk, together with a recommendation that the amount approved on said statement be released from the financial guarantee provided by the applicant. Where the financial guarantee provided by the applicant makes staged refunding possible, the Town Clerk will then direct in writing to the surety company or financial institution having custody of the guarantee funds to release the approved amount of those funds to the applicant or reduce the bond as the case may be.

Section 660 – Acceptance of Required Public Improvements

When the project inspector following final inspection of the project certifies to the Planning Board and the Town Board that all required public improvements have been completed in accordance with all applicable requirements, the Town Board may act by resolution to accept the public improvements.

ARTICLE 7: MISCELLANEOUS PROVISIONS

Section 710 – Penalty Provisions

- A. Any person, firm, or corporation who violates any of the provisions of the Subdivision Control Law of the Town of Augusta shall, upon conviction, be deemed guilty of a violation. Each week an offense is continued shall be deemed a separate violation of this law. A fine of up to \$1,000 per offense may be assessed for each such violation.
- B. In addition to the penalties provided by statute, the Town Board may also maintain an action or proceeding in the name of the Town in a court of competent jurisdiction to compel compliance with or to restrain by injunction the violation of this law

Section 720 – Certification and Filing with County

The Town Clerk is hereby directed to forthwith file a certified copy of this local law with the Clerk of Oneida County.

Section 730 – Severability

If any clause, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate any other clause, sentence, paragraph, section, or part of this local law.

Section 740 – Effective Date

This local law shall take effect immediately upon filing with the Secretary of State.

Be it enacted this 17th day of February, 2021 by the Town Board of the Town of Augusta, Oneida County, New York, to be effective upon filing with the Secretary of State.

Suzanne Collins, Supervisor

Suzanne M Collins

James Dowd, Councilman

James W Dowd

Charles Peck, Councilman

CPe

Mark Russell, Councilman

MR

Travis Wright, Councilman

Travis Wright

SEAL

ATTEST

Sonya M. Furness

Sonya M. Furness, Town Clerk

STATE OF NEW YORK
DEPARTMENT OF STATE
ONE COMMERCE PLAZA
99 WASHINGTON AVENUE
ALBANY, NY 12231-0001
WWW.DOS.NY.GOV

ANDREW M. CUOMO
GOVERNOR

ROSSANA ROSADO
SECRETARY OF STATE

, March 2, 2021

Sonya M. Furness.
Town Clerk
185 N Main Street, PO Box 686
Oriskany Falls NY 13425

RE: Town of Augusta, Local Law 2, 3, 4, 5 2021, filed on February 25, 2021

Dear Sir/Madam:

The above referenced material was filed by this office as indicated. Additional local law filing forms can be obtained from our website, www.dos.ny.gov.

Sincerely,
State Records and Law Bureau
(518) 473-2492



**Department
of State**