



Town of Foster Planning Department Application for Minor Subdivision

APPLICANT _____ Date Submitted: _____

Signature _____

Road _____

Town _____ State _____ Zip _____

Phone _____ Fax: _____

(All listed owners must sign application)

Land Owner _____

Signature _____

Road _____

Town _____

State _____ Zip _____

Telephone _____

Land Owner _____

Signature _____

Road _____

Town _____

State _____ Zip _____

Telephone _____

LOCATION OF LAND

Address _____ Zoning District _____

Plat No. _____ Lot No. _____ Existing Acreage or Sq. Ft.: _____

Total number of proposed lots : _____ (Note: A Minor Subdivision may result in the creation of no more than nine (9) lots.)

Sizes of all lots:

Lot No. ____ Size _____ Lot No. ____ Size _____ Lot No. ____ Size _____ Lot No. ____ Size _____

Lot No. ____ Size _____ Lot No. ____ Size _____ Lot No. ____ Size _____ Lot No. ____ Size _____

Items to be included with Application:

- **Copy of Tax Lien Certificate showing taxes and fees on all properties involved as current.** (Verify fee with Tax Collector.)
- **Copy of Title Deed evidencing proof of ownership.**
- **\$400.00 Application Fee;** plus \$150.00 per additional lot (if more than one (1) lot is being created) (minor subdivisions resulting in creation of five or more lots must add an additional \$500.00).
- **Consultant Fees as needed** – minimum \$2,000.00.
- **Stenographer Fee as needed** and to be paid before the formal hearings.

This application along with the necessary maps and documentation and any amendments thereto must be submitted to and certified as complete by the Town Planner **at least four weeks prior** to your desired meeting date with the Planning Board.

Once your application has final approval:

- **Fee in lieu of land dedication:** \$1,335.00 per lot.
- **1 Mylar and 4 Paper copies of the Final approved plan layout must be recorded after the obligatory appeal period.** (Verify fee with Recorder of Deeds).
- **All final map information must be provided electronically.**

NOTE: Final maps approved by the appropriate Town Official along with Final Deed Transfer documentation must be recorded to constitute a legal, valid subdivision. New Lots become taxable on the date of final approval by the Planning Board regardless of the date upon which the deed is filed.