

SUBDIVISION OF LAND

240 Attachment 1

Procedures Summary
[Amended 11-28-1988; 3-13-2000 by L.L. No. 3-2000]

Minor Subdivision (Accelerated)	
Application Procedure	Time Frame
File sketch plan (10 copies) and subdivision plat with Code Enforcement Officer	21 days prior to the regular meeting
Appear at Planning Board to discuss	At regular monthly meeting
Planning Board may hold a public hearing	Within 30 days of meeting
Planning Board shall act on subdivision plat	Within 31 days of hearing

Minor Subdivision (Standard)	
Application Procedure	Time Frame
File sketch plan (10 copies) with Code Enforcement Officer	21 days prior to the regular meeting
Appear at Planning Board to discuss	At regular monthly meeting
Subdivision to be classified major or minor	At regular monthly meeting
Submit subdivision plat for approval (10 copies)	Within six months of classification and 21 days before the regular monthly meeting
Appear at Planning Board to discuss subdivision plat	At regular monthly meeting
Planning Board may hold a public hearing	Within 30 days of meeting
Planning Board shall act on subdivision plat	Within 31 days of hearing

Major Subdivision	
Application Procedure	Time Frame
File sketch plan (10 copies) with Code Enforcement Officer	21 days prior to the regular meeting
File copy of environmental assessment form*	21 days prior to the regular meeting
Appear at Planning Board to discuss	At regular monthly meeting
Subdivision to be classed major or minor	At regular monthly meeting
Environmental assessment, Type I or Type II, determination*	Within 15 days of meeting
Apply for consideration of preliminary plat	21 days prior to regular meeting and within 6 months of sketch plan classification
For Type I environmental actions, also file a draft environmental impact statement*	21 days prior to regular meeting and within 6 months of sketch plan classification

KINGSBURY CODE

Major Subdivision	
Application Procedure	Time Frame
Planning Board shall hold a public hearing on preliminary plat	Within 45 days of regular meeting
Planning Board may hold a public hearing on the draft environmental impact statement*	
Submit the final environmental impact statement	
Planning Board shall act on preliminary plat	Within 45 days of hearing or extended by mutual consent
Notice of action on preliminary plat	Within 5 days of such action
Submit subdivision plat	Within six months of conditional approval of preliminary plat
Planning Board shall hold a public hearing	Within 45 days of submission of final subdivision plat
Planning Board shall act on final subdivision plat	Within 45 days of hearing or extended by mutual consent

NOTES:

* Denotes Environmental Impact Procedures.