

**MINOR SUBDIVISION FINAL PLAT**

Prior to filing any application for SUBDIVISION approval, the applicant shall request in writing that the zoning administrator schedule a pre-submission conference.

**APPLICATION TO THE PLANNING BOARD  
TOWN OF HYDE PARK, NEW YORK  
4383 Albany Post Road  
Hyde Park, N.Y. 12538  
Phone (845) 229-5111 X 2  
Fax (845) 229-0349**

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*To be completed by the Town*

Project Name: \_\_\_\_\_ Date Stamp: \_\_\_\_\_

Name of Primary Contact Person: \_\_\_\_\_

Phone # \_\_\_\_\_ Email: \_\_\_\_\_

Date Planning Board Accepted for Sketch: \_\_\_\_\_ (must apply with 60 days)

Received by: \_\_\_\_\_ Application Fee: \_\_\_\_\_

Escrow Deposit: \_\_\_\_\_ EAF: \_\_\_\_\_

Number of copies (13+): \_\_\_\_\_ 15 days prior to next workshop: \_\_\_\_\_

Plat conforms to Sketch plus other Planning Board Requirements: \_\_\_\_\_ Review Date \_\_\_\_\_

Referral to DC Department of Planning and Development under 239-m.: \_\_\_\_\_

Referral to DCDPW re: access: \_\_\_\_\_

Referral to Regional DOT re: access: \_\_\_\_\_

Incomplete and additional information required, check list sent: \_\_\_\_\_

Complete and official submittal date is: \_\_\_\_\_

*To be completed by the applicant*

**Part I – Information**

I. PROPERTY ADDRESS: #991-#995 North Quaker Lane \_\_\_\_\_

TAX GRID NO.: 444254 & 485178 \_\_\_\_\_

ZONING DISTRICT: Greenbelt GB \_\_\_\_\_

NAME OF PRIOR SUBDIVISION (if any) \_\_\_\_\_

RECORDING DATE OF PREVIOUSLY FILED MAP: \_\_\_\_\_

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II. PROPERTY OWNERSHIP:

NAME OF OWNER(s) Winnakee Land Trust

ADDRESS: P.O. Box 610, Rhinebeck, NY 12572

NAME OF CONTACT PERSON: Warren Rosenthal

PHONE NUMBER: 518-744-6710

EMAIL: warren.rosenthal2@gmail.com

III. APPLICANT INFORMATION:

APPLICANT NAME: Heidecker Land Surveying, PLLC-John Gerd Heidecker, PLS

ADDRESS: 45 Pine Grove Avenue-Suite 215, Kingston, NY 12401

PHONE NUMBER: 845-901-7629

VI SIGNATURE AND VERIFICATION

*Please be advised that no application can be deemed complete unless signed below.*

I hereby certify that the information enclosed herewith and on the application is accurate and factual:

Signature of Applicant: John Heidecker Date: 6/13/2023

I the record owner do hereby authorize Heidecker Land Surveying, PLLC to represent me before the Planning Board during the Subdivision Approval process:

Signature of Owner: [Signature] Date: 6/14/2023

PLEASE NOTE:

For all applications that are deemed withdrawn/closed/expired, payment of new fees are required if the applications are resubmitted

**MINOR SUBDIVISION FINAL PLAT**

**CHECK LIST FOR SUBDIVISION FINAL PLAT**

**Attachment A**

**96.19 Documents to be submitted must include:**

**Information on the Plat Map**

- Prepared by Licensed PE, Registered Architect, or qualified Licensed Surveyor.
  - Information on Sketch 96.18(A)
  
  - Identification of the buildable portion of each lot
  - Actual field survey by a licensed land surveyor
  - Bearings and Distances
  - Corners of tract located on the ground and marked by monuments (as approved by TE)
  - Monuments shown on plat.
  - On site sanitation and water supply meets DCDOH specs. Note on Plat by PE.
  - Proposed S/D name w/ the words "Town of Hyde Park, Dutchess County, New York."
  - Date, \_\_\_ True North Point, \_\_\_ Map Scale (include graphic scale)
  - Name and address of record owner and subdivider
  - Drainage and Erosion Control Plan or SWPPP
- Accompanying Information**
- A copy of comments or deed restriction as are intended to cover all or part of the tract.
  - Letter or approval from DCDPW or NYSDOT relative to access.

**96.13 Review by others (Additional copies may be required to send to the below listed entities).**

- Subdivision is w/I 500 feet of county or state road – PB forward to:
  - DC DPW
  - NYSDOT Regional Office
- Subdivision w/I 500 ft \_\_\_ County or State Rd, \_\_\_ Drainage Easement, \_\_\_ Institution or Park, \_\_\_ Town Boundary - PB Forward to :
  - DC Planning and Development
- Subdivision lies w/I 500 ft of the Town Boundary PB Forwards to:
  - Adjacent Municipality

TOWN OF HYDE PARK

ESCROW PROCEDURES FOR TOWN OF HYDE PARK  
ATTACHMENT B

Upon initial application to the Planning Board, Zoning Board of Appeals or Town Board, an applicant or his/her agent is responsible to deposit with the Town an escrow or combination escrow amount as established by the Board, the Chair, the Supervisor, or his/her designee in advance of the review of the application in accordance with Article 36 of the Town Code.

Upon receipt of your escrow, an account will be set up with designation for your project. The funds will be placed in a noninterest-bearing account maintained by the Town of Hyde Park and will be used by the Board for consultation with professional review services provided by engineers, lawyers, architects, landscape designers, surveyors, appraisers, planners, and related professionals. Professional review expenses are billed at an hourly rate, and you will be responsible for these invoices as it pertains to your project. For instance, as the Town receives invoices for work performed on your project from its consultants (i.e., Attorney, Engineer, Planner, etc.), your escrow will be used to pay these invoices. The Board, the Chair, the Supervisor, Zoning Administrator, or his/her designee prior to approval verifies and audits the invoices. **At any time, you may request copies of the bills processed against your escrow account from the Secretary of the Board the escrow was requested from. The Secretary will then coordinate with the applicant to obtain the necessary bills directly from the consultant.**

Before receiving the final decision by the reviewing Board regarding your application, any invoices submitted by the consultants used by said Board will be fully paid by your escrow.

If at any time there are insufficient funds in your account to cover the invoices, there will be a delay in your application, i.e., said project being placed on an agenda, being reviewed as needed, or being delayed in consideration for final decision. In the event you fail to deposit the requested fees into an escrow account, any application review, approval, permit, or certificates of occupancy shall be withheld or suspended by the reviewing board, officer, or employee of the Town until such monies are deposited. In addition, no application shall be accepted by any of the Town's Boards, nor shall any building permit or Certificate of Occupancy be issued, if said application has any outstanding fees due to the Town from any previous applications.

The Town may invoke any and all legal remedies provided to it under applicable laws including, but not limited to, Article 36 of the Hyde Park Zoning Code, including charging such sums against the real property subject to the permit application and adding that charge to, and making it a part of, the next real property tax bill associated with the subject property.

After all invoices are paid in full, the reviewing Board will authorize the release of any escrow balances to you or your designee.

Please sign below as agreement to the terms of the escrow procedures.

John Heidecker  
Signature of Primary Applicant

6/13/2023  
Date

Kindly print the name of the person whom any refund check will be made payable to upon completion of your application. This person will receive any escrow balance remaining, if any, upon approval of the Town Board.

Name: Winnakee Land Trust

Mailing Address: P.O. Box 610, Rhinebeck, NY 12572

Telephone: 845-876-4213