

TOWN OF SOUTHAMPTON

**Department of Land Management
Environment Division**
116 HAMPTON ROAD
SOUTHAMPTON, NY 11968



JANICE SCHERER
TOWN PLANNING AND
DEVELOPMENT ADMINISTRATOR

MARTIN SHEA
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JAY SCHNEIDERMAN
TOWN SUPERVISOR

SCTM NO.: 900 _____
SUBDIVISION NAME AND LOT NO.: _____

**LOT INSPECTION APPLICATION/
APPLICATION FOR LETTER OF NON-JURISDICTION
PURSUANT TO CHAPTER 325 (Wetlands)
Rev. February 20, 2020**

PLEASE SUBMIT:

- COMPLETED APPLICATION** – One (1) application, with original signed and notarized owner’s endorsement and open government disclosure forms.
- APPLICATION FEE:** Submission of an application fee of \$400.00 (four hundred dollars) in the form of cash, money order, credit card payment, or check made payable to the “Town of Southampton”.
- Two (2) copies of the survey/site plan/sketch**
- Certified recorded copy of deed, with recording stamp, Liber and Page.**

* IMPORTANT; PLEASE READ INSTRUCTIONS BEFORE COMPLETING APPLICATION
** APPLICATIONS WILL NOT BE DEEMED COMPLETE AND REVIEWED WITHOUT ALL ITEMS LISTED ABOVE.

I. CONTACT INFORMATION

Applicant/Agent: _____

Mailing Address: _____

Telephone Number: _____ **Fax Number:** _____

Email Address: _____

Deeded Property Owner: _____

Mailing Address: _____

Telephone Number: _____

Property Owner Email Address: _____

Property Location: _____ **Hamlet:** _____

PLEASE NOTE WHO SHOULD RECEIVE ALL CORRESPONDENCE REGARDING THIS APPLICATION: _____

Is There a Gate/Other Security Feature: Yes No

If The Answer Above Is Yes, Please Provide Contact Information For Access:

Description of Project: _____

Project Dimensions: _____

Has the Town of Southampton previously conducted an inspection of the property?

Yes

No

AUTHORIZATION:

I am the _____ (landowner, agent, attorney and/or other representative) for the project. I hereby authorize the Environment Division to enter onto the subject property.

Name (Print or Type)

Signature

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Open Government Disclosure Form

(Zoning Board of Appeals, Planning Board, Conservation Board, all other Land Management Review)

STATE OF NEW YORK)

ss:

COUNTY OF SUFFOLK)

_____, being duly sworn, deposes and says:
Print Name

I am the owner and/or applicant for a project that is the subject of a pending application before the Southampton (Check one)

Zoning Board of Appeals, **Planning Board**, **Conservation Board** **all other Land Management Review**. I make this affidavit under penalty and swear to the truth herein. I am aware that this affidavit is required by General Municipal Law §809 and Southampton Town Code [Chapter 23](#) and that I shall be guilty of a misdemeanor should I knowingly or intentionally fail to make all disclosures herein. I am also aware that I may be subject to the penalties in Southampton Town Code [§23-14](#) should I knowingly or intentionally fail to make all disclosures herein.

- The application name is: _____
- I reside at _____
- The officers of the applicant corporation/owner corporation are as follows:
 Pres. _____ Sec. _____
 Vice Pres. _____ Treas. _____
- Do any of the following individuals have an interest in the owner or applicant (as defined on page iii, note "A")?

	<u>Yes</u>	<u>No</u>
A. Any official of New York State	<input type="checkbox"/>	<input type="checkbox"/>
B. Any elected or appointed official or employee of Southampton Town or Suffolk County	<input type="checkbox"/>	<input type="checkbox"/>

If the answer to Question 4 is YES, General Municipal Law §809 and Town Code [Chapter 23](#) require that you disclose the name and the nature and event of the interest of said individual(s) in the owner or applicant.

<u>Name</u>	<u>Residence</u>	<u>Nature of Interest</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. During the 24 months before the filing of this application, have any of the following individuals made campaign contributions exceeding \$500 in total, in cash or in kind, to the campaign for public office of any Town officer or employee, to any individual campaign committee, or to any political party committee designated to accept donations on such Town official's or employee's behalf as a candidate for public office?

	<u>Yes</u>	<u>No</u>
1. Owner	<input type="checkbox"/>	<input type="checkbox"/>
2. Applicant	<input type="checkbox"/>	<input type="checkbox"/>
3. Agent for owner or applicant	<input type="checkbox"/>	<input type="checkbox"/>
4. Attorney	<input type="checkbox"/>	<input type="checkbox"/>
5. Other	<input type="checkbox"/>	<input type="checkbox"/>

If the question to Question 5 is yes, Town Code Chapter 23 requires that the information be provided below:

<u>Name/Address</u>	<u>Amount/Date</u>	<u>Name of Campaign Committee</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. During the preceding 24 months before the filing of this application, have any of the following individuals employed any Town officer or employee or a relative thereof involving compensation in an amount of \$500 or more? Said compensation may be directly made, or indirectly made through a corporation or business interest held by any Town officer or employee or their relative.

	<u>Yes</u>	<u>No</u>
1. Owner	<input type="checkbox"/>	<input type="checkbox"/>
2. Applicant	<input type="checkbox"/>	<input type="checkbox"/>
3. Agent for owner or applicant	<input type="checkbox"/>	<input type="checkbox"/>
4. Attorney	<input type="checkbox"/>	<input type="checkbox"/>
5. Other	<input type="checkbox"/>	<input type="checkbox"/>

If the answer to Question 6 is yes, Town Code [Chapter 23](#) requires that the information be provided below:

<u>Name</u>	<u>Position</u> (Owner, Agent, Attorney, Other)	<u>Corporation</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

False statements made herein are punishable as a class "A" Misdemeanor pursuant to Section 210.45 of the New York State Penal Law.

- A. For the purposes of this disclosure, an official of the State of New York or an elected or appointed official or employee of the Town of Southampton shall be deemed to have an interest in the owner and/or applicant when that official or employee, their spouse, brothers, sisters, parents, children, grandchildren or the spouse of any of them is:
- a. the owner or applicant; or
 - b. an officer, director, partner, or employee of the applicant or owner; or
 - c. Legally or beneficially owns or controls stock of a corporate applicant or owner, or is a member of a partnership or association applicant or owner; or
 - d. Is a party to an agreement with the applicant or owner, express or implied, whereby said official or employee may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application. Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York Stock or American Stock Exchange shall not constitute an interest for the purposes of this disclosure.

Submitted by (please print): _____