

**TOWN OF ROMULUS**

Application to the Town of Romulus Planning Board  
For Review and Approval of Major, Minor or Rural Sub-Division

Application Fee Paid \$ \_\_\_\_\_ Date of Receipt of Fee by Town \_\_\_\_\_

Application Number \_\_\_\_\_ Date Application Received by Town \_\_\_\_\_

**Application must be presented at least 10 days before the next scheduled Planning Board Meeting in order to be on the agenda for initial review.**

1. Owner's Name (if more than one, list all)

\_\_\_\_\_

Owner's Address \_\_\_\_\_

Owner's Phone \_\_\_\_\_

Owner's Email \_\_\_\_\_

If more than one owner please attach above information for all owners.

2. Sub-Divider (if owner please state, if agent or other relation please state details and attach)

Please circle one: I am the owner. I am the agent for the owner

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

3. Licensed Land Surveyor or Engineer

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Location of Proposed Sub-Division (List all if more than one parcel is affected at the subdivision.)

- 4.

TAX MAP # \_\_\_\_\_

PHYSICAL ADDRESS \_\_\_\_\_

\_\_\_\_\_

CURRENT ZONING OF THE PROPERTY \_\_\_\_\_

CURRENT USE OF THE PROPERTY \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Description of your intent and purpose of the Proposed Sub-Division
  
6. Easements or Other Restrictions on Property including covenants and zoning district boundary lines.
  
7. List any special feature of the existing property (e.g., steep slopes, views, streams, trees, buildings or other improvements) and how the sub-division would affect them.
  
8. Description of neighborhood land use
  
9. Describe how the Sub-division would affect adjoining properties.
  
10. List Names and Addresses of Owners of Abutting Properties, including those across existing streets, or property which may be located in a neighboring Town. Attach additional pages if needed.
  
11. The landowner (applicant) must submit supporting materials with application, including plans, neighborhood use and any other materials that will assist the Planning Board to understand and to make an informed decision. The Planning Board may require additional material beyond that listed on this application.

12. Seven (7) copies of application and all materials are required.
13. All applicants are instructed to review the Town of Romulus Subdivision Regulations located on the Town website. Additional information may be required by the Planning Board. This application form is to provide preliminary information to the Planning Board.

SUPPORTING MATERIALS (Check all that are included.)

\_\_\_\_\_ Survey and supporting drawings

\_\_\_\_\_ Photos

\_\_\_\_\_ All utilities available and all streets as they appear on the official map, if one exists.

\_\_\_\_\_ Proposed pattern of lots (with dimensions), street layouts, recreation areas, and systems of drainage, sewage, and water supply within the subdivided area.

\_\_\_\_\_ Other \_\_ (List) \_\_\_\_\_

Signature of Applicant (s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_