THE SUBDIVISION LAW

OF THE

TOWN OF CANAJOHARIE

Montgomery County New York

PLANNING BOARD

Ivor Jones, Chairman Carol Meka Wayne Conard Ivan Easton Wayne Heiser John Toomey

TOWN BOARD

Robert McMahon, Supervisor Herbert Allen William Armitstead John J. Toomey, Jr. Rodney Young

Douglas Landon, Town Attorney Susan H. Smith, Town Clerk

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ARTICLE I: TITLE, SCOPE AND PURPOSE

A. TITLE

This local law shall be known and may be cited as "The Subdivision Law of the Town of Canajoharie, New York."

B. SCOPE

This local law shall regulate all subdivision of land in the Town of Canajoharie.

C. ENACTING CLAUSE

- C.1 This local law is enacted pursuant to Article 16 of the Town Law of the State of New York to promote the public health, safety, and general welfare.
- C.2 The Planning Board of the Town of Canajoharie is hereby authorized and empowered to approve plats for subdivisions within the Town of Canajoharie pursuant to Article 16 of the Town Law of the State of New York.

D. PURPOSE

This local law is enacted for the following purposes:

- D.1 To provide for the future growth and development of the Town of Canajoharie.
- D.2 To insure adequate facilities for the housing, transportation, distribution, comfort, convenience, safety, health, and welfare.
- D.3 To provide in appropriate cases a park or park lands suitably located for playground or other recreational purposes.
- D.4 To provide that future streets and highways shall be of sufficient width and suitable grade and shall be suitably located and properly constructed to accommodate the prospective traffic, to afford adequate light and air, to facilitate fire protection, and to provide access of fire fighting equipment to buildings.
- D.5 To assure that subdivision streets and highways shall be coordinated so as to compose a convenient system, both independently and in relation to the existing street system.
- D.6 To assure that adequate provision is made for all necessary utilities, systems, functional requirements, and open space in the development of subdivisions.
- D.7 To assure that the land shown on such plats shall be of such character that it can be used safely for building purposes without danger to health, or peril from flood, fire or other menace.

ARTICLE II: TERMINOLOGY

A. TERMS

The present tense shall include the "future" the singular number shall include the "plural" and the plural the "singular". The word "shall" is mandatory.

B. DEFINITIONS

Terms and words used in this law shall have the following meanings:

AGRICULTURAL DATA STATEMENT - An identification of farm operations within an agricultural district which are located within five hundred feet of the boundary of property upon which an action requiring municipal review and approval is proposed, as specified in §305-a of Ag and Markets Law.

ALLEY - A strip of land over which there is a right-of-way, municipally or privately owned, on which no building fronts, serving as a secondary means of access to two or more properties.

BOND - A performance bond duly issued by a bonding or surety company approved by the Town Board after review by the Town Attorney with security acceptable to the Town Board or a performance bond duly issued by the subdivider accompanied by security in the form of cash, certified check or U.S. Government Bearer Bonds deposited with the Town Board in the full amount of the obligation.

BUILDING LINE - A line, generally parallel to the front property line, beyond which the front foundation wall of a building does not extend toward the street on which it faces.

CLUSTER DEVELOPMENT – A subdivision in which the zoning regulations are modified to provide an alternative method for the layout, configuration and design of lots, structures, roads, infrastructure, parks, and landscaping in order to preserve the natural and scenic quality of open lands.

DWELLING-UNIT - Housekeeping accommodations for one or more persons living as a family.

EASEMENT - A right granted to use certain land for a special purpose not inconsistent with the general property rights of the Owner.

TOWN ENGINEER - The duly designated engineer of the Town of Canajoharie or if there be no such official, a licensed professional engineer employed by the Planning Board or the Town Board.

FINAL PLAT - A drawing in final form prepared by a licensed land surveyor showing a proposed subdivision containing all information and detail required by law and by these regulations to be presented to the Planning Board for approval, and which if approved, may be duly filed or recorded by the applicant in the office of the County Clerk.

IMPROVEMENTS - Those physical changes to the land necessary to produce usable and desirable lots from raw acreage including grading, pavement, curb, gutter, storm sewers and drains, betterments to existing watercourses, sidewalks, street signs, crosswalks, shade trees, sodding or seeding, street name signs, and monuments.

LOT - A parcel of land intended for transfer of ownership or building development, whether immediate or future.

LOT DEPTH - The mean horizontal distance between the front and rear lines of a lot.

LOT-DOUBLE FRONTAGE - A lot, the generally opposite ends of which both abut on streets or roads.

LOT WIDTH - The width of a lot at the building line.

PLANNING BOARD - The Planning Board of the Town of Canajoharie.

PRELIMINARY PLAT - A plan prepared by a licensed land surveyor, showing existing features of the land and proposed street, utility and lot layout within and adjacent to a subdivision.

RIGHT-OF-WAY - A strip of land between property lines opened for use as a street, alley or crosswalk.

SEQR - New York State Environmental Quality Review Act, and the review process required thereunder (6 NYCRR Part 617).

STATE DEPARTMENT OF HEALTH (DOH) – The New York State Department of Health. Department approval may be required for any subdivision containing five or more lots. Early contact by the subdivider with such department is advised.

STREET - Means and includes streets, roads, avenues, lanes, or other traffic ways, between right-of-way lines.

MAJOR STREET - Means a public street which serves or is designed to serve heavy flows of traffic and which is used primarily as a route for traffic between communities and/or other heavy traffic generating areas.

COLLECTOR STREET - Means a public street which serves or is designed to serve as a traffic way for a neighborhood or as a feeder to a major street.

MINOR STREET - Means a public street intended to serve primarily as an access to abutting properties.

CUL-DE-SAC - Means a public minor street or portion of a public minor street with only one vehicular traffic outlet.

PRIVATE LANE - a privately owned street intended to serve as access to a public street for no more than four dwelling units without street frontage.

SUBDIVIDER - A person who is the registered owner, or authorized agent of the registered owner, of land proposed for subdivision.

SUBDIVISION - the division of any parcel of land into two (2) or more lots or parcels for the purpose of transfer of ownership or building development, except that the division of land for the purpose of transfer of ownership for subsequent agricultural use in which all parcels to be transferred are not less than twenty (20) acres in area and not involving a new street shall not be deemed a subdivision. The term includes resubdivision of any lot of record, combination of substandard lots of record into larger lots, and, when appropriate to the context, shall relate to the process of subdividing or to the land subdivided.

MAJOR SUBDIVISION - Any subdivision not classified as a Minor Subdivision, including, but not limited to, subdivisions of five or more lots, or any size subdivision requiring any new public street or extension of municipal facilities.

MINOR SUBDIVISION - Any subdivision designated as a minor subdivision by the Planning Board, at its sole discretion, during the Sketch Plan Conference for review of said subdivision, and containing not more than four lots fronting on an existing street or private lane, not involving any new public street or road or the extension of municipal facilities, not adversely affecting the development of the remainder of the parcel or adjoining property, and not in conflict with any provision or portion of the Zoning Law or these regulations.

ZONING LAW - the Zoning Law of the Town of Canajoharie.

ARTICLE III: PROCEDURE

Whenever any subdivision of land is proposed to be made, and before any contract for the sale of, or any offer to sell any lots in such subdivision or any part thereof is made, and before any permit for the erection of a structure in such proposed subdivision shall be granted, the subdivider shall have received approval of such proposed subdivision from the Planning Board in accordance with the following procedures.

A. SKETCH PLAN SUBMISSION

The subdivider shall, prior to the subdivision of land, submit to the Planning Board at least ten (10) days prior to a scheduled meeting of the Board, two (2) copies of a Sketch Plan of the proposed subdivision designed to comply with all standards and requirements of this law and the Zoning Law of the Town of Canajoharie.

A.1 Documents to be submitted for Sketch Plan

The Sketch Plan initially submitted to the Planning Board shall be based on tax map information or some other similarly accurate based map at a scale (preferably not less than 200 feet to the inch) to enable the entire tract to be shown on one sheet. The Sketch Plan shall include the following information:

- A.1.1 The location of that portion which is to be subdivided in relation to the entire tract, and the distance(s) to the nearest existing street intersection(s).
- A.1.2 All existing structures, wooded areas, streams, and other significant physical features, within the portion to be subdivided and within 200 feet thereof. If topographic conditions are significant, contours shall also be indicated at intervals of not more than 10 feet.
- A.1.3 The location and boundaries of all areas which, due to natural features such as wetlands, floodplains, excessive slopes, or other constraints, are not suitable for development purposes.
- A.1.4 The name of the owner and of all adjoining property owners as disclosed by the most recent municipal tax records.
- A.1.5 The tax map section, block and lot numbers.
- A.1.6 The location of all available utilities, and all streets which are either proposed, mapped or built, including access points from the proposed subdivision to the existing street system.
- A.1.7 The proposed pattern of lots (including typical lot width and depth), street layout, systems of drainage, sewerage, and water supply within the subdivided area.

- A.1.8 Location and plans for development, if any, of land for parks, parkland, playgrounds or other public recreational use.
- A.1.9 All existing restrictions on the use of land including easements, covenants, or zoning lines and districts.

B. SKETCH PLAN CONFERENCE

- B.1 After submission of the Sketch Plan, the subdivider shall meet with the Planning Board to discuss and explain the proposed subdivision in terms of the following matters, to the extent requested by the Planning Board.
 - B.1.1 Street layouts, street construction and improvements, traffic patterns and access.
 - B.1.2 Lot layouts, building locations and sizes, planned building types, configurations, exterior design and related issues;
 - B.1.3 Public spaces, open spaces, parks or recreation areas, including proposed ownership, access, operations, maintenance and related concerns;
 - B.1.4 Pedestrian access and amenities, into and within the proposed subdivision;
 - B.1.5 Storm drainage, storm sewers, impervious areas, downstream drainage facilities, and related concerns;
 - B.1.6 Sewage disposal, septic systems, leach fields, and related concerns;
 - B.1.7 Quality and quantity of water supply and its adequacy for the proposed subdivision;
 - B.1.8 Availability of existing utilities and services, and plans for their construction or extension to serve the proposed subdivision;
 - B.1.9 Projected impact on public services necessary to serve the population of the proposed subdivision;
 - B.1.10 Possible impact of the proposed subdivision on areas of environmental concern, including but not limited to rivers, streams, watersheds, aquifers, wetlands, flood areas, prime agricultural lands, views and vistas, critical habitat, or endangered or threatened species;
 - B.1.11 Such other areas of concern relative to the proposed subdivision about which the Planning Board requests information.

- B.2 The following decisions shall be made during the Sketch Plan Conference:
 - B.2.1 The Planning Board shall, at its sole discretion, determine if the proposed subdivision qualifies as a Major or Minor Subdivision under this law.
 - B.2.2 The Planning Board shall determine the classification of the proposed subdivision for purposes of SEQR, and instruct the subdivider as to the appropriate Environmental Assessment Form to submit with the Preliminary Plat Application.
 - B.2.3 The Planning Board shall determine if an Agricultural Data Statement must be submitted. This form is required by New York State Ag and Markets Law if the property to be subdivided is a farm operation located within an Agricultural District, or if it is located within five hundred (500) feet of a farm operation within an Agricultural District.
 - B.2.4 The Planning Board may waive, when reasonable, any requirements for the approval of a proposed subdivision. Any such waiver may be exercised in the event that such requirements are found not to be necessary in the interest of the public health, safety, and general welfare.
 - B.2.5 The Planning Board shall approve or disapprove the proposed Modifying Resolution for a Cluster Development pursuant to Article V of this law.
 - B.2.5.1 Upon approval of the Authorizing Resolution in its final form, it shall serve as additional or substitute design criteria and/or conditions for subdivision review and approval.
 - B.2.5.2 Approval of the Modifying Resolution by the Planning Board shall not constitute, guarantee, imply or require approval of the Sketch Plan, Preliminary Plat, or Final Plat.
 - B.2.6 The Planning Board shall determine the necessity for outside consultant services for review of the Preliminary and/or Final Plat. The following factors shall be considered in determining the need for such services:
 - B.2.6.1 The complexity and scope of the proposed subdivision;
 - B.2.6.2 Unusual or unique conditions on the site and surrounding property;
 - B.2.6.3 Such other factors as the Planning Board considers relevant.
 - B.2.6.4 If the Planning Board determines that the services of an outside consultant are necessary for review of the Preliminary and/or Final Plat, the applicant shall be informed in writing of such determination. The subdivider shall be financially responsible for such costs.

B.3 The Sketch Plan Conference may be recessed by the Planning Board at any time, on its own motion or at the request of the subdivider, in order to acquire additional information or prepare studies, to allow for the preparation of a Cluster Sketch Plan, to allow for modifications or adjustments to the Sketch Plan(s) submitted or the proposed Modifying Resolution, for estimate of the cost for outside consultant fees, or for any other reason consistent with the purposes of this law, in which case the continuation of the Sketch Plan Conference at a later date shall be considered the same Conference.

C. REVIEW OF THE SKETCH PLAN

- C.1 Within forty-five (45) days after completion of the Sketch Plan Conference, the Planning Board shall inform the subdivider that the Sketch Plan and data as submitted, or as modified in the Sketch Plan Conference, do or do not meet the purposes and objectives of this local law, and it shall express its reasons therefore.
- C.2 If the Planning Board concludes that the Sketch Plan meets the purposes and objectives of this local law, it shall also inform the subdivider of any additional or special information or requirements that must be included in the Preliminary Plat and/or the application for Preliminary Plat approval.
- C.3 If the Planning Board concludes that the Sketch Plan does not meet the purposes and objectives of this local law, the subdivider may revise the Sketch Plan consistent with the reasons expressed by the Planning Board, if possible, and begin the Sketch Plan process again.

D. PROCEDURE FOR REVIEW AND APPROVAL OF THE PRELIMINARY PLAT: APPROVAL OR CONDITIONAL APPROVAL

- D.1 Three (3) copies of the Preliminary Plat and supplementary material specified, including all SEQR materials, and an Agricultural Data Statement if necessary, shall be submitted to the Planning Board for approval.
- D.2 The application for approval of the Preliminary Plat shall not be considered complete until the entire SEQR process has been completed pursuant to 6 NYCRR Part 617, and all fees and reimbursable costs have been deposited by the subdivider with the Town.
 - D.3 Within forty five (45) days after receipt of the complete Preliminary Plat, the Planning Board shall hold a public hearing, which hearing shall be advertised at least once in the official newspaper at least five days before such hearing. Time of submission shall be considered the date on which the Preliminary Plat, all supplemental materials required, and all reimbursable costs and application fees are received by the Planning Board.
 - D.4 Within forty five (45) days after the close of the public hearing on the Preliminary Plat, the Planning Board shall approve, conditionally approve, with or without modification, or disapprove such Preliminary Plat, and the grounds for modification, if any, or the grounds for disapproval shall be stated upon the records of the Planning Board and provided to the subdivider in writing.

- D.5 In those cases where the Planning Board is required to refer the application for Preliminary Plat approval to any outside planning agency for review pursuant to New York State Law, the time within which the Planning Board must take action shall not begin until receipt by the Planning Board of the recommendation of said outside agency or the expiration of the allotted time for such review.
- D.6 The time within which the Planning Board must take action on the Preliminary Plat may be extended by mutual consent of the subdivider and Planning Board.
- D.7 The Preliminary Plat shall be stamped by a surveyor licensed in the State of New York, unless the survey has been waived by the Planning Board for a single lot Minor Subdivison.

E. PROCEDURE FOR APPROVAL OF FINAL PLAT

- E.1 Three (3) paper copies of the Final Plat stamped by a surveyor appropriately licensed in the State of New York (unless the survey has been waived by the Planning Board for a single lot Minor Subdivision) and of all other exhibits required for approval shall be submitted to the Planning Board within six months after approval or conditional approval of the Preliminary Plat, or said approval shall become null and void unless an extension of time is applied for and granted by the Planning Board within said six month period. Time of submission shall be considered the date on which the Final Plat and all required supplementary materials are received by the Planning Board.
- E.2 The Final Plat to be filed with the County Clerk shall be printed in ink upon mylar or similar reproducible material with a minimum sheet size of eight and one-half inches by eleven inches (8 ½" x 11"), and a maximum sheet size of thirty-four by forty-four inches (34" x 44") and shall be stamped by a surveyor licensed in the State of New York (unless the survey has been waived by the Planning Board for a single lot Minor Subdivision).
- E.3 Application for approval of the Final Plat shall be submitted in writing to the Planning Board. Within forty five (45) days of receipt of the complete application for Final Plat approval including all required copies and exhibits, the Planning Board shall hold a public hearing on the subdivision application, unless the Final Plat conforms to all conditions of the Preliminary Plat approval and the Planning Board waives the requirement for public hearing. Any such hearing shall be advertised in the official newspaper at least five (5) days before such hearing.
- E.4 The Final Plat shall conform substantially to the Preliminary Plat as approved or conditionally approved.
- E.5 If desired by the subdivider, the Final Plat may constitute only that portion of the approved Preliminary Plat which is proposed to be recorded and developed at that time, provided, however, that such portion conforms to all requirements of these regulations and any conditional approval of the Preliminary Plat.

- E.6 Within forty five (45) days after the public hearing, if held, or within forty five (45) days of the receipt of the complete Final Plat by the Planning Board, if no public hearing is held, the Planning Board shall by resolution conditionally approve, with or without modification, disapprove or grant final approval and authorize the signing of such plat.
- E.7 In those cases where the Planning Board is required to refer the application for Final Plat approval to any outside planning agency for review pursuant to New York State Law, the time within which the Planning Board must take action shall not begin until receipt by the Planning Board of the recommendation of said outside agency or the expiration of the allotted time for such review.
- E.8 The time within which the Planning Board must take action on the Final Plat may be extended by mutual consent of the subdivider and the Planning Board.

F. GUARANTEES FOR REQUIRED IMPROVEMENTS FOR MAJOR SUBDIVISONS

The Subdivider shall comply with one of the following alternatives prior to Final Plat approval of a major subdivision, unless this requirement is waived by the Planning Board.:

- F.1 The Subdivider shall construct all required infrastructure and improvements and submit certification from the Town Engineer or Town Highway Superintendent that all such improvements have been installed in accordance with the requirements of these regulations and the recommendations of Planning Board given during the Approval or Conditional Approval of the Preliminary Plat, and shall submit as-built or record drawings to the Planning Board showing the precise location, grades and elevations of all such improvements; or
- F.2 The Subdivider shall submit certification from the Town Attorney that a bond or certified check has been posted with the Town Clerk, which is available to the municipality, in sufficient amount to assure completion of all required improvements and the provision of one set of as-built or record drawings to the Planning Board showing the precise actual location, grades and elevations of all such improvements.

Such bond shall assure the completion of all required improvements within one year of Final Plat Approval, unless a longer period (not to exceed three years) is determined appropriate by the Planning Board

Such bond shall remain in force for a period of one year after completion of construction and submission of record drawings to the Planning Board, at which time said bond shall be released by the Planning Board upon satisfactory final inspection of all improvements by the Town Engineer or Town Highway Superintendent.

Such bond shall comply with all requirements of the Town Law of the State of New York, and shall be approved by the Town attorney as to form, sufficiency and manner of execution.

ARTICLE IV: REQUIRED PLAT DATA

- A. The PRELIMINARY PLAT AND FINAL PLAT FOR A MINOR SUBDIVISION only, shall include the following:
 - A.1 Date, north arrow, map scale, name and address of record owner and subdivider.
 - A.2 Proposed subdivision name, name of the Town and County in which it is located.
 - A.3 An actual field survey of the boundary lines of the tract, giving complete description data by bearings and distances, made and certified to by a licensed land surveyor, except that the Planning Board, at its sole discretion, may waive the requirement for a survey in the case of a single lot Minor Subdivision only. The corners of the tract and each lot shall be located on the ground and marked by monuments, and shall be referenced and shown on the Plat.
 - A.4 All on-site sanitation and water supply facilities shall be designed to meet the minimum specifications of the State Department of Health, and a note attesting to this shall be stated on the Plat and signed by a licensed engineer. All sanitary facilities shall be shown on the plat.
 - A.5 A copy of such covenants or deed restrictions as are intended to cover all or any part of the subdivision tract.
- B. The PRELIMINARY PLAT FOR A MAJOR SUDIVISION shall be prepared at any appropriate scale, and shall include the following:
 - B.1 Subdivision name or other identifier, scale, north arrow, name of owner and subdivider.
 - B.2 Site data, including number of residential, commercial and/or industrial lots, typical lot sizes, lineal feet of streets, total acres, park and open space acreage, etc.
 - B.3 Topographic data on the site with contours of sufficiently small intervals for satisfactory review of street grades, streams, drainage conditions and design, and other engineering questions affected by topographic conditions.
 - B.4 The proposed layout of streets, their relation to adjacent streets, street right-of-way widths, proposed street names, proposed private lanes and driveway entrance locations, pavement widths, sidewalks, and curbs.
 - B.5 Drainage system information, including catch basins, storm sewers, drainage ditches, streams, culverts, flood plain and wetland areas, etc. Such information shall include sizing information of sufficient detail for review purposes.
 - B.6 Utilities on and adjacent to the site.
 - B.7 Location and general design of all water and sewer service systems and structures, with sufficient data for review purposes.

- B.8 Location, dimensions, and purpose of all easements.
- B.9 Lot numbers in the order in which development is to take place, if known.
- B.10 Proposed setback line on all lots within the site.
- B.11 Names of owners of record of the subdivision tract all adjoining real property.
- B.12 Location, acreage, and general design of improvements of park or parks, playgrounds, and other recreational areas or uses.
- B.13 The endorsement of the Preliminary Plat by a land surveyor licensed in the State of New York.
- B.14 Such other information as the Planning Board may require, in its judgment, for adequate review of the proposed subdivision.
- C. The FINAL PLAT FOR A MAJOR SUBDIVISION shall be drawn at a scale of one hundred (100) feet to one (1) inch or larger (preferred scale of 50 feet to one inch) and shall show the following:
 - C.1 Title, scale, north arrow and date.
 - C.2 Topographic data on the tract, with contour intervals no greater than five (5) feet.
 - C.3 Tract boundary lines with bearings and distances, tract area, right-of-way lines on streets, easements and other rights-of-way, and property lines or residential lots and other sites with accurate dimensions, bearings or deflection angles, radii, and central angles of all curves. The corners of the tract and each lot shall be located on the ground and marked by monuments, and shall be referenced and shown on the Plat.
 - C.4 Name and right-of-way width of each street or other right-of-way.
 - C.5 Utilities on and adjacent to the tract locations, size, materials, and invert elevation of sanitary and storm sewers, location, size, and materials of water mains, location of gas lines, fire hydrants, underground utility lines and street lights.
 - C.6 Location, design, ownership and maintenance information, and other relevant data for any combined public or private water supply or sewage treatment facilities.
 - C.7 Proposed or installed location for all privately owned individual water supply or sewage treatment facilities.
 - C.8 Location, dimensions and purpose of any easements.
 - C.9 Number to identify each lot and block.
 - C.10 Minimum setback line on all lots and other sites.

- C.11 Location and description of all monuments.
- C.12 Names of owners of record of adjoining real property.
- C.13 Reference to recorded subdivision plats of adjoining land by name, date, and number.
- C.14 Certification of title showing that applicant is the land owner.
- C.15 Certification by a land surveyor licensed by the State of New York as to accuracy of survey and plat.
- C.16 Statement by owner as to dedication of streets, rights-of-way and any sites for parks, playgrounds, open space, recreation, or other public uses.
- C.17 Site data, including number of residential lots, typical lot size, lineal feet of streets, acres in parks, etc.
- C.18 Approval by the New York State Department of Health of water supply systems and sewage disposal systems proposed or installed.
- C.19 Cross Sections and Profiles of streets showing approved grades shall be provided.
- C.20 Protective Covenants in form for recording.
- C.21 Other data, such other certificates, affidavits, endorsements or permits as may be required by the Planning Board or New York State or local law.

D. REQUIRED DISCLOSURE

In the case of any proposed residential development that abuts agricultural uses, the Planning Board shall require the applicant to issue a disclosure to potential purchasers of lots or dwelling units as follows: "This property adjoins land used for agricultural purposes. Farmers have the right to apply approved chemical and organic fertilizers, pesticides, and herbicides, and to engage in farm practices which may generate dust, odor, smoke, noise, and vibration." This disclosure shall be required as a note on a subdivision plat, and may also be required to be made through other means reasonably calculated to inform a prospective purchaser, such as by posting, distribution of handbills, or letter of notification. This section may also be applied to any commercial development which abuts agricultural land, at the discretion of the Planning Board.

ARTICLE V: CLUSTER DEVELOPMENT

A. MODIFICATION OF PROVISIONS OF LOCAL LAW

A.1. Enabling Legislation

Pursuant to Section 278 of the Town Law of the State of New York, the Town Board hereby authorizes the Planning Board to modify applicable provisions of the Zoning Law, consistent with the following purposes and subject to the procedures and conditions described herein.

A.2 Purpose of Modification Procedure

The purpose of authorization to modify applicable provisions of the Zoning Law and or design standards of this law shall be to enable and encourage flexibility of design and development of land in such a manner as:

- A.2.1 To promote the most appropriate use of land;
- A.2.2 To facilitate the adequate and economical provision of streets and utilities;
- A.2.3 To preserve the natural and scenic qualities of open lands;
- A.2.4 To maximize the retention of open lands and the establishment of public recreation areas while permitting reasonable economic return on private investment by permitting increased residential density in developed areas of a proposed subdivision in return for retention or development of open or recreational areas under appropriate circumstances.

A.3 Scope of Modification Procedure

This modification procedure shall be applicable to all lands zoned for residential or agricultural purposes under the Zoning Law of the Town of Canajoharie.

A.4 Conditions of Modification Procedure

The Planning Board may modify applicable provisions of the Zoning Law or design standards of this law, subject to the following conditions:

- A.4.1 This procedure may be followed at the discretion of the Planning Board only if, in said Board's judgment, its application would benefit the Town.
- A.4.2 This procedure shall be applicable only to lands zoned for residential or agricultural purposes by the Zoning Law.
- A.4.3 The application of this procedure shall result in a permitted number of dwelling

units which shall in no case exceed the number which could be permitted, in the Planning Board's judgment, if the land were subdivided into lots conforming to the minimum lot size and density requirements of the zoning applicable to the district or districts in which such land is situated, excluding land unsuitable for development, and conforming to the requirements of this law without modification.

- A.4.4 At the discretion of the Planning Board, the dwelling units permitted may be in detached, semi-detached, attached, or multi-story structures.
- A.4.5 In the event that the application of this procedure results in a plat showing lands planned for park, recreation, open space, or other public or municipal purposes, then the Planning Board as a condition of plat approval shall establish such conditions on the ownership, use, and maintenance of such lands as it deems necessary to assure preservation of such lands for their intended purposes. Such conditions shall be consistent with those described in Article IV of the Zoning Law of the Town of Canajoharie.
- A.4.6 Such other reasonable conditions as may be determined by the Planning Board.

B. SUBMISSION OF THE CLUSTER SKETCH PLAN

- B.1 Simultaneously with or subsequent to the submission of the Standard Sketch Plan to the Planning Board, the subdivider may request, or any member of the Planning Board may propose, a resolution to authorize modification of provisions of the Zoning Law or the design standards of this Law as applied to the proposed subdivision, pursuant to and consistent with Section 278 of the Town Law of the State of New York and Section A of this Article, to be known as the Modifying Resolution.
- B.2 Said Modifying Resolution shall include the following:
 - B.2.1 A Cluster Sketch Plan in the form of and including all information and documents required for the Standard Sketch Plan pursuant to Section III.A.1 of this law, designed to comply with the purposes and standards of Section A of this Article and Section 278 of the Town Law of the State of New York; and
 - B.2.2 A general description of the modifications of applicable provisions of the Zoning Law and/or design standards of this law which are proposed; and
 - B.2.3 A general description of the reasons such modifications are proposed and the relation of such modifications to the purposes described in Section A of this Article.
 - B.2.4 Such reasonable conditions, if any, as the Planning Board may, in its discretion, deem appropriate for the proposed Modifying Resolution.

ARTICLE VI: DESIGN STANDARDS

A. STREETS

- A.1 The arrangement, character, extent, width, grade, and location of all streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed uses of the land to be served by such streets.
- A.2 The arrangement of streets in a subdivision shall either:
 - a. Provide for the continuation, if appropriate, of major and connector streets in the surrounding area or
 - b. Conform to a plan for the neighborhood approved by the Planning Board to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impracticable.
- A.3 Minor and connector streets shall be so laid out that their use by through traffic will be discouraged.
- A.4 Where a subdivision abuts or contains an existing or proposed major street, the Planning Board may require marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line, deep lots with rear service alleys, or such other treatment as may be necessary for adequate protection of residential and commercial properties and to afford separation of through and local traffic.
- A.5 A tangent between reverse curves on major and collector streets shall be no less than 100 feet. A tangent between reverse curves on minor streets shall be no less than 50 feet.
- A.6 Streets shall be laid out so as to intersect as nearly as possible at right angles and no street shall intersect any other street at less than seventy-five (75) degrees.
- A.7 Right-of-Way widths shall be as follows:
 - A.7.1 Right-of-Way widths for public major and collector streets shall be not less than 60 feet.
 - A.7.2 Right-of-Way widths for minor streets shall be not less than 50 feet.
- A.8 Pavement widths shall be as follows:
 - A.8.1 Major streets shall have a minimum pavement width of thirty (30) feet.

- A.8.2 Collector streets shall have a minimum pavement width of twenty four (24) feet.
- A.8.3 Minor streets and cul-de-sacs shall have a minimum pavement width of 18 feet, but the Planning Board may waive the requirement for paving provided:
 - A.8.3.1 Non-pavement subsurface preparation and surface materials and construction have been approved by the Town Highway Superintendent.
 - A.8.3.2 A non-paved road design for the minor street location and circumstances proposed has been approved by the Town Highway Superintendent.
- A.8.4 Private lanes serving no more than four dwelling units need not be paved.
- A.9 Type of pavement construction shall be that specified by the Planning Board, based on the recommendation of the Town Highway Superintendent.
- A 10 Cul-de-sac streets shall be provided at the closed end with a turnaround with an outside roadway diameter of at least one hundred (100) feet.
- A.11 Private lanes serving no more than four dwelling units without frontage on a public street shall be provided at the closed end with a turnaround with an outside roadway diameter of at least one hundred (100) feet.
- A.12 Dead end streets without a turnaround shall not be permitted.
- A.13 No street or highway names shall be used which will duplicate or be confused with the names of existing streets in the Town or its Villages. Street names shall be subject to the approval of the Planning Board.
- A.14 Street grades for all public streets shall be not less than 0.5 percent nor more than 12 percent. Street grades for private lanes and driveways shall not exceed 3 percent within 60 feet of the right-of-way line of the public street.
- A.15 Alleys shall be provided in all commercial and industrial subdivisions, except that the Planning Board may waive this requirement where other definite and assured provision is made for service access, such as off-street loading and unloading, and parking consistent with and adequate for the uses proposed.
- A 16 The width of an alley Right-of-Way shall be no less than twenty (20) feet and pavement width, if paving is required by the Planning Board, shall be no less than twelve (12) feet

B. EASEMENTS

Perpetual easements shall be provided for utilities and stormwater drainage where necessary. Such easements shall be of sufficient width to accommodate the installation and future maintenance of utilities and drainage installed therein as approved by the Town Engineer.

- B.1 In no case shall utility easements be less than ten (10) feet in width.
- B.2 In no case shall drainage easements be less than twenty (20) feet in width.
- B.3 In no case shall water or sewer easements be less than twenty (20) feet in width.

C. BLOCKS

- C.1 The lengths, widths and shapes of blocks shall be determined with due regard to:
 - C.1.1 The type of development proposed.
 - C.1.2 Density limitations, set back and lot width requirements, and other standards of the Zoning Law.
 - C.1.3 Need for convenient access, circulation, control and safety of street traffic, with particular attention to limitation of the number and location of points of ingress or egress and adequate sight distance at all intersections.
 - C.1.4 Limitations and opportunities of topography.
- C.2 A pedestrian right-of-way, not less than eight (8) feet wide, shall be provided where deemed necessary by the Planning Board to provide circulation, or access to schools, playgrounds, parks, shopping centers, transportation, or other community facilities.

D. LOTS

- D.1 The lot size, width, depth, shape, orientation, and building setbacks shall be appropriate for the location of the subdivision and for the type of development and use contemplated.
- D.2 No lot shall have less area or width than the minimum requirements of the Zoning Law applying to the district in which it is located.
- D.3 Corner lots for residential use shall have sufficient extra width to permit building setbacks from and orientation to both streets as required by the Zoning Law.
- D.4 The subdividing of land shall be such as to provide each lot with frontage on an improved street; however a private lane may serve as frontage access to a public street for not more than four dwelling units.

- D.5 Every street shown on the plat that is hereafter filed or recorded in the office of the County Clerk shall be deemed to be a private street until such time as it has been formally offered for cession to the public and formally accepted as a public street by resolution of the Town Board or alternatively until it has been condemned by the municipality for use as a public street.
- D.6 Double frontage lots should be avoided.
- D.7 Side lot lines shall be substantially at right angle or radial to street lines.
- D.8 Off-street parking space shall be required for all uses and shall conform with the requirements for parking described in the Zoning Law.

E. DRAINAGE IMPROVEMENTS

- E.1 The subdivider shall carry away by pipe or open ditch any spring or surface water that may exist either previous to, or as a result of the subdivision. Such drainage facilities shall be located in the street right-of-way where feasible, or in perpetual unobstructed easements of appropriate width.
- E.2 A culvert or other drainage facility shall, in each case, be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The design and size of drainage facilities shall be based on anticipated runoff from a "50-year" storm under conditions of total potential development of the watershed, and shall be subject to review by the Town Engineer or consultant engineer if necessary.
- E.3 The subdivider shall also study the effect of each subdivision on the existing downstream drainage facilities outside the area of the subdivision, subject to review by the Town Engineer or consultant engineer. Where it is anticipated that the additional run-off incident to the development of the subdivision will overload any existing downstream drainage facility during a twenty-five year storm, the Planning Board shall not approve the subdivision until provision has been made for the improvement of said condition.
- E.4 Land subject to flooding or land deemed by the Planning Board to be uninhabitable shall not be platted for residential occupancy, nor for such other uses as may increase danger to health, life or property, or aggravate the flood hazard, but such land within the plat shall be set aside for such uses as shall not be endangered by periodic or occasional inundation or improved in a manner satisfactory to the Planning Board to remedy said hazardous conditions.

F. PARKS AND PLAYGROUNDS

F.1 The Planning Board may require that a subdivision plat which contains residential units shall include a park or parks suitably located and of adequate size for a playground or other recreational purposes.

- F.2 Land for parks, playgrounds or other recreational purposes may be not required until the Planning Board has made a finding that a proper case exists for requiring such park land. Findings shall include an evaluation of the present and anticipated future needs for park and recreational facilities in the Town based on projected population growth to which the particular subdivision will contribute.
- F.3 If the Planning Board makes a finding that the proposed subdivision presents a proper case for requiring a park, but that a suitable park or parks of adequate size cannot be located within the subdivision tract, the Planning Board may require a sum of money in lieu thereof, in an amount to be established by the Town Board.
- F.4 Any monies required by the Planning Board in lieu of land for recreational purposes pursuant to this section, shall be deposited into a trust fund to be used by the Town exclusively for park, playground, or other recreational purposes, including the acquisition of property.

ARTICLE VII: MINIMUM REQUIRED IMPROVEMENTS

A. GENERAL

Prior to the granting of Final Plat approval for a major subdvision, the Subdivider shall have installed, or shall have furnished an adequate performance bond for installation within a specified time, the required improvements listed and described in this section, unless this requirement is waived by the Planning Board. All of the required improvements shall be made in full compliance with the specifications for each of the various units of work, as required by Town, State, or County authorities, according to the nature of the improvements. Required improvements shall not be considered complete until the Subdivider has provided to the Planning Board one complete set of as-built or record drawings, showing the precise actual location, grades, and elevations of all such improvements.

B. MONUMENTS

The lines of all streets and the property corners of all lots shall be marked with permanent monuments of concrete, stone or cast iron pipe.

C. STREET IMPROVEMENTS

All streets and thoroughfares shall be graded to their full width, including side slopes, and improved in accordance with the minimum standards outlined below:

C.1 Subgrade

C.1.1 Grading

- C.1.1.1 All top soil shall be removed along the area 19½ feet on each side of the center line of the street, unless a fill of 3 feet or more is to be placed. All muck, quicksand, organic matter, and other objectionable materials shall be removed. Old foundations and retaining walls shall be demolished to an elevation that is satisfactory to the Town Highway Superintendent. The entire lengths of the roadway, ditches, side slopes, backslopes, sidewalk areas, and highway junctions shall be graded to the required lines and elevations.
- C.1.1.2 Where the subgrade foundation is on a transition from excavation to embankment, either longitudinally or transversely, the existing ground slopes shall be benched as directed by the Town Highway Superintendent. During the process of excavating and making embankments, the grades shall be maintained in such condition that there will be adequate drainage at all times.
- C.1.1.3 All slopes shall be graded not less than 1 on 2, and shall be covered with top soil and seeded.

C.1.1.4 After grading operations are completed all loose stones, larger than 4 inches in their greatest dimensions shall be removed from the surface of all graded paving areas and disposed of as directed by the Town Highway Superintendent.

C.1.2 Drainage ditches

- C.1.2.1 Where curbs, gutters and storm sewer system have not been required by the Planning Board, drainage ditches shall be provided on each side of the streets the center line of which shall be 21 feet from the center line of the street. Ditches shall be adequate for proper drainage, as determined by the Town Highway Superintendent or Town Engineer.
- C.1.2.2 The outside area or sidewalk and lawn section shall be graded at least as high as the center line of the street, but no higher than 8 inches above the center line.
- C.1.3 Where a curb and storm drainage system is not required, culverts shall be provided as follows:
 - C.1.3.1 Driveway culverts shall be installed in all driveways, which culverts shall be not less than 12 inches in diameter and not less than 16 feet in length.
 - C.1.3.2 Intersection culverts shall be installed, which culverts shall be not less than 12 inches in diameter and not less than 36 feet in length.
 - C.1.3.3 Culvert sizes and locations shall be approved by the Town Highway Superintendent or Town Engineer.

C.2 Surface Construction

After the sanitary sewers, water distribution lines, water and sewer service laterals, and all other underground utilities to be installed within the street right-of-way have been installed and subgrade construction approved by the Town, subbase and pavement construction shall be completed as follows:

- C.2.1 The subbase course of twelve (12) inches of compacted foundation material acceptable to the Town Highway Superintendent shall be placed in lifts not to exceed six (6) inches to a width eight (8) feet wider than the required pavement width.
- C.2.2 Pavement requirements shall be as follows:
 - C.2.2.1 If hot mix blacktop has been specified, Type 1 base shall be installed and rolled to a thickness of no less than 3.0 inches followed by Type 6 top installed and rolled to a thickness of no less than 2.0 inches.

- C.2.2.2If cold mix/pug mill blacktop has been specified, not less than 3.0 inches of blacktop material shall be placed and rolled to a thickness not less than 2.0 inches.
- C.2.2.3 If oil-and-stone paving has been specified, aggregate shall be No. 1 ST stone and application rates shall be as follows:

Aggregate:

20-30 lbs/sq. yd.

Bituminous Material: 0.40-0.50 gal/sq. yd.

- Requirements for non-paved road construction, when paving has been waived by the Planning Board pursuant to Article VI, Section A.8 of this law, shall be as follows:
 - C.2.3.1 Base course gravel or crushed stone shall be a minimum of 8 inches.
 - C.2.3.2Top course of gravel or crushed stone shall be a minimum of 4 inches.
- C.2.4All materials and construction procedures shall be acceptable to the Town Highway Superintendent.

C.3 Curbs and Gutters

- Where curbs exist on abutting properties, their extension by the developer will ordinarily be required throughout the proposed subdivision.
- Where curbs are not required, adequate drainage ditches shall be graded and protected by seeding or appropriate surfacing.
- Concrete curbs generally shall be wall type 6" x 18" and shall comply with current construction and material specifications of the New York State Department of Transportation, and all applicable local laws.
- C.3.4 Asphalt concrete or concrete roll-type curbs may be utilized with the approval of the Town Highway Superintendent and Planning Board.

C.4 Sidewalks

- The Planning Board shall require sidewalks as necessary to provide for the safety of pedestrians.
- C.4.2 Where circumstances and location of the particular subdivision provide sufficient safety for pedestrians, the Planning Board may waive the requirement for sidewalks in all or part of such subdivision.
- C.4.3 Where required, sidewalks shall be constructed of concrete at least 4 feet wide and 4 inches thick and shall comply with the current construction and material

specifications of the New York State Department of Transportation, and all applicable local laws. Sidewalks shall be 6 inches thick where driveways cross the sidewalk.

D. WATER SUPPLY

- D.1 Where available, the subdivider shall extend public water distribution mains to serve all lots in the subdivision.
 - D.1.1 Such extension of the public water system shall meet with all requirements and approval of the New York State Department of Health, and shall be completed at the subdivider's expense.
 - D.1.2 The subdivider shall provide water service laterals to the property line of each lot in the subdivision.
- D.2 Where public water supplies are not available, the subdivider shall, to the satisfaction of the New York State Department of Health and the Planning Board, either:
 - D.2.1 Provide assurance of sufficient quantity and quality of individual water sources for each lot, including adequate separation from existing or future septic systems on the same or nearby lots, or other sources of potential well contamination; or
 - D.2.2 Design and construct neighborhood water system(s) including water supply and distribution system, water service laterals to all lot lines, and all necessary organizational and legal steps to assure adequate operation and maintenance of the system in perpetuity. Such neighborhood system(s), including all organizational and legal entities created, shall be approved by the New York State Department of Health and/or the Town Board of the Town of Canajoharie, as necessary, and by the Planning Board in all cases.

E. SEWAGE DISPOSAL

- E.1 Where available, the subdivider shall extend public sewers to serve all lots in the proposed subdivision.
 - E.1.1 Such extension of the public sewer system shall meet with all requirements and approval of the New York State Department of Environmental Conservation, and shall be completed at the subdivider's expense.
 - E.1.2 The subdivider shall provide sewer service laterals to the property line of each lot in the subdivision.
- E.2 Where public sewer service is not available, the subdivider shall, to the satisfaction of the New York State Department of Health and/or New York State Department of Environmental Conservation (as appropriate), and the Planning Board, either:

- E.2.1 Provide full design of individual on-site sewage disposal systems adequate for each lot, including adequate separation from existing or future public or private water supplies on the same or nearby lots; or
- E.2.2 Design and construct neighborhood sewage system(s), including sewage collection and treatment, sewer house laterals to all lot lines, and all necessary organizational and legal steps to assure adequate operation and maintenance of the system in perpetuity. Such neighborhood system(s), including all organizational and legal entities created, shall be approved by the New York State Department of Health and/or Department of Environmental Conservation and/or the Town Board of the Town of Canajoharie, as necessary, and the Planning Board in all cases.

F. STORM DRAINAGE FACILITIES

All culverts, pipes, ditches, stream improvements and other drainage facilities shall be installed in conformance with the Preliminary Plat as approved or conditionally approved.

G. UTILITIES

- G.1 Electric service and other available utilities shall be provided by the developer within each subdivision prior to the approval of the Final Plat. All telephone, electrical and other service lines and cable shall be placed underground.
- G.2 The Planning Board shall, wherever possible, require that underground utilities be placed in the street right-of-way between the paved roadway and street right-of-way line to simplify location and repair of lines when they require attention. The subdivider shall install underground service connections to the property line of each lot within the subdivision for such required utilities before the street is paved.
- G.3 Where topography is such as to make impractical the inclusion of utilities within the street right-of-way, perpetual unobstructed easements at least 20 feet in width shall be otherwise provided with satisfactory access to the street. Wherever possible, easements shall be continuous from block to block and shall present as few irregularities as possible. Such easements shall be cleared and graded where necessary.

H. STREET TREES AND MISCELLANEOUS

- H.1 Street Trees shall be planted by the subdivider. The location and type of trees shall be approved by the Planning Board.
- H.2 Planting Strips: The area between the curb or drainage ditch and the property line shall be seeded by the subdivider and maintained by the owner.
- H.3 Street Name Signs: Signs shall be furnished by the Town, and all street names shall be approved by the Planning Board.

ARTICLE VIII: FEES AND REIMBURSABLE COSTS

A. APPLICATION FEES

The Planning Board shall periodically prepare and submit to the Town Board a schedule of fees for subdivision applications. Said schedule of fees shall become effective by resolution of the Town Board, and shall remain in effect until revised in like manner.

B. REIMBURSABLE COSTS

- B.1 The full actual costs incurred by the Planning Board for necessary consultant review services or other extraordinary expenses in connection with the review of a proposed Subdivision shall be paid by the subdivider, provided that the necessity of such services and an estimate for such has been determined by the Planning Board at the Sketch Plan Conference.
- B.2 The full actual costs incurred by the Town for project inspection fees or other construction phase expenses deemed necessary by the Planning Board shall be paid by the subdivider.
- B.3 Such reimbursable costs shall be in addition to the application fee schedule established by the Planning Board.

C. PAYMENT OF FEES AND REIMBURSABLE COSTS

- C.1 All fees and the estimated amount for consultant review costs shall be placed on deposit with the Town of Canajoharie by check submitted with the application for Preliminary Plat approval.
- C.2 The Preliminary Plat shall not be considered complete nor will review or time periods within which the Planning Board must take action begin until all fees and consultant review costs have been received by the Town.
- C.3 Estimated costs for inspection fees and other construction phase expenses shall be deposited with the Planning Board with the application for Final Plat approval.
- C.4 The Final Plat shall not be considered complete nor will review or time periods within which the Planning Board must take action begin until estimated inspection fees and other construction phase expenses have been deposited with the Planning Board.

ARTICLE IX: INTERPRETATION AND APPLICATION

A. INTERPRETATION AND APPLICATION

The provisions of this local law have been adopted for the promotion of the public health, safety, comfort, convenience, and general welfare. Except where specifically provided to the contrary, it is not intended by this local law to repeal, abrogate, annul, or in any way impair or interfere with any rules, regulations, or permits previously adopted or issued, or which shall be lawfully adopted or issued pursuant to law, nor is it intended by this local law to interfere with, or abrogate, or annul any easements, covenants, or other agreements between parties, provided, however, that where this local law imposes a greater restriction upon the use or development of land or requires larger open spaces than are imposed or required by any other statute, local law, rule, regulation, or permit, or by any easement or agreement, the provisions of this local law shall control.

B. SEPARABILITY

If the courts decide that any term, section or provision of this local law is unconstitutional or invalid, the decision shall not affect the validity of the law as a whole or any part other than the part determined to be unconstitutional or invalid.

C. EFFECTIVE DATE

This local law and any amendments thereto shall take effect immediately upon filing with the New York State Secretary of State.

D. REPEALER

This local law shall supercede Local Law No. 2 of the year 1992, the Subdivision Law of the Town of Canajoharie. All provisions of any other local law or ordinance which are inconsistent with the provisions of this local law are hereby repealed.