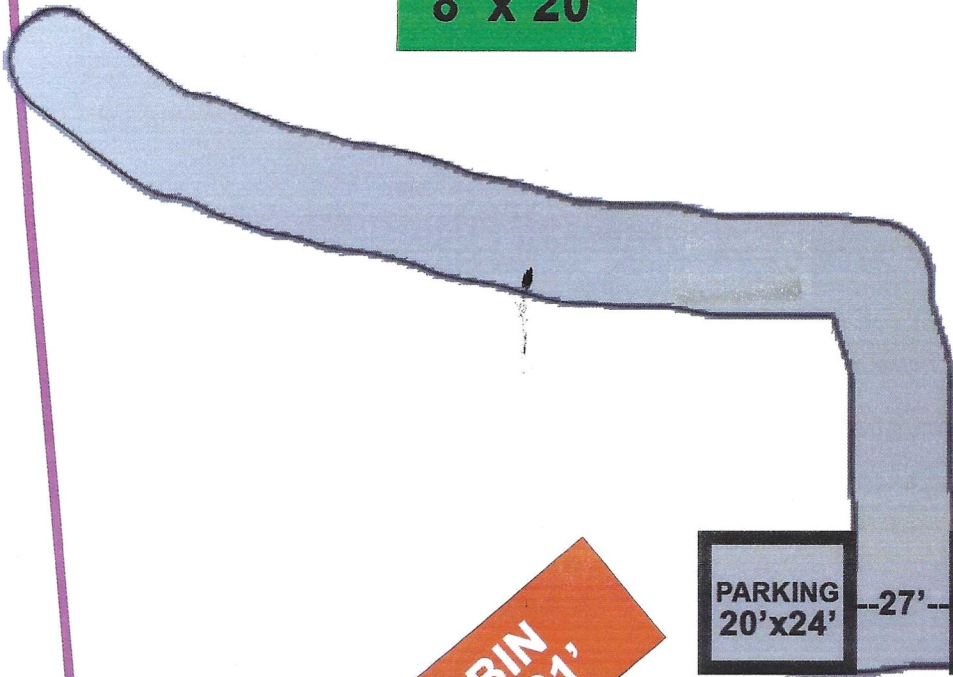


REFLECTIVE
SIGN
2' x 3'

UTILITY SHED
8' x 20'



CABIN
13' x 31'

PARKING
20' x 24'

27'

PARKING
20' x 24'

CABIN
13' x 31'

LEACH BED

S WELCOME RD

BARN
14' x 20'

WELL



114 north welcome

Town of New Lisbon
Department of Highways
809 County Highway 16
Garrattsville, NY 13342
(607) 965-8287

Application for driveway permit

Conditions of this permit

All driveways shall be constructed to slope away from the edge of the travel lane at the same slope as the highway shoulder to the edge of the right of way, which normally varies in down-slope from 2% to 6% (0.25 in/ft to 0.75 in/ft).

No entrance gates, posts, pillars, or permeant fixtures shall be erected within the highway right of way.

The drainage of highway ditches and culverts shall not be impeded.

The owner will purchase the pipe and stone for head wall.

The town will install the pipe and cover it with gravel at no charge. (The Town does not replace asphalt and is not responsible for incidental damage to landscaping.)

It can take up to 60 days from approval to get the pipe installed in regular construction season (April to October) and longer in winter.

It is the responsibility of the land owner to do any other work to complete the driveway. The town highway superintendent will give recommendations on how to build the driveway so water does not flow across the highway pavement, pond on the shoulders, or pond in the ditch. IT IS UNDERSTOOD THAT THE OWNER WILL FOLLOW THESE RECOMMENDATIONS.


If there is not a need for a pipe, it is up to the owner to complete the project. Keeping in mind that under no circumstance can the driveway cause water to flow across the highway pavement, pond on the shoulders, or pond in the ditch.

It is the responsibility of the land oner to get any other permits in connection with the installation of the drive way.

NO BREAKING OR REMOVAL OF GUIDE RAIL WILL BE PERMITTED.

I, the owner of the property at (TAX MAP #) 174.00-1-6.00 accept the terms of this permit.

Name: Jennifer Smith

Signature:  Date: 3/1/24

114 north welcome

Driveway Classification (Check All That Apply):

Residential Commercial Temporary (i.e., Logging)

New Driveway Existing Driveway

Address of nearest abutting driveway(s) along the road: 4900th 102 north welcome

Distance from abutting driveway(s): 400'

Property Owner: Jennifer Smith Contractor: self

Mailing Address: 206 County Hwy 16 Address: _____
MT+VISION NY 13810

Phone # 607-437-0798 Phone #: _____

TAX MAP # 174.00-1-6.00

Schedule a date to meet with the highway superintendent on site to discuss driveway location and layout.


Highway Superintendent's Use Only

Date of Inspection: 4-20-26

Sight Distance L: 300 R: 300 Culvert Pipe Required? Yes NO

Length: 40' Width: 15"

Cost for pipe if buying from town \$ 417.94

Highway Superintendent's Signature: 

Approval Date: 4-20-26

PERMIT VALID FOR 6 MONTHS FROM THE DATE OF APPROVAL

TOWN OF NEW LISBON

(FOR OFFICE USE ONLY)

SITE PLAN REVIEW
APPLICATION

APPLICATION NO. _____
DATE RECEIVED _____
FEE RECEIVED _____
DATE OF PLAN.BD.REVIEW _____
DATE OF TOWN BD.REVIEW _____
ACTION _____

DATE: 3/2/26 TAX MAP # 174.00-1-8.00 + 174.00-1-6.00

Name of Proposed Development: Welcome Cabin Rentals, LLC

Applicant:

Plans Prepared by:

Name: Jennifer Smith

Name: _____

Address: 206 Colwyn Ln
Mt Vision, NY 13810

Address: _____

Phone # 607-437-0798

Phone # _____

Owner (if different than applicant) (or additional applicant)

Name: Donald Smith

Address: 206 Colwyn Ln, Mt Vision, NY 13810

Phone # 607-437-8414

Location of Site: 340 Cty Hwy 16 + 114 north welcome Rd

Current Land Use & Condition: residential vacant land / rural vacant - uninhabitable & overgrown

Proposed Use of Site: vacation rental cabins

Character of Surrounding Lands (residential, commercial, agricultural, wetlands, etc.) residential + agricultural

Total Site Area to be Utilized By Project (Square feet or acres): 7.74 acres / 1 acre

State and Federal Permits Needed (list type and dept.) _____

Anticipated Construction Time: 5 months

Will Development Be Staged?: yes

Estimated Cost of Proposed Improvement: \$ 175,000

Anticipated Increase in Number of Residents, Shoppers, Employees, etc. _____

n/a - temporary recreational lodging

ATTACH A SITE PLAN (SURVEY IF REQUIRED) SHOWING THE FOLLOWING:

- 1. Property Boundaries.
- 2. Building Locations & Setbacks (show measurements).
- 3. Type of construction, proposed use and exterior dimensions of all buildings, including storage buildings if any.
- 4. Parking Areas & Spaces and Lighting (show measurements).
- n/a 5. Loading Areas (show measurements).
- 6. Driveways, Ingress & Egress Points (show measurements).
- 7. Landscaping (greenspace).
- 8. Utility/Water/Septic Systems/Waste Areas (if applicable).

n/a 9. Drainage System/Storm Sewer (if applicable).

10. Sign Location, Size & illumination.

11. Existing Land Use of Surrounding Area.

n/a 12. Buffering (if abutting a residential property).

13. For residential buildings include number of dwelling units by size (efficiency, # of bedrooms) and # of parking spaces to be provided.

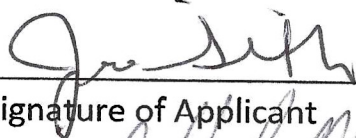
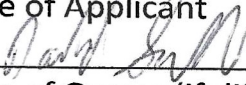
14. For non-residential buildings include total floor areas and # of parking spaces.

CHECKLIST OF REQUIREMENTS FOR SITE PLAN SUBMISSION:

1. COMPLETED APPLICATION & FEE (\$25.00).
2. SITE PLAN DRAWING (INCLUDING ITEMS #1 THROUGH #14 ABOVE)
3. ENVIRONMENTAL ASSESSMENT FORM.
4. TAX MAP SHOWING PARCEL IN RELATION TO SURROUNDING PARCELS.
5. NEW YORK STATE & FEDERAL WETLAND MAPS.
6. IF NEW DRIVEWAY IS REQUIRED, APPROPRIATE APPROVAL.
7. SHORT LETTER DESCRIBING BUSINESS INTENTIONS.
8. DISCLOSURE STATEMENT.

SIGNATURES:

APPLICANT: I certify that this document and all attachments were prepared by me and the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I understand that in accordance with Town of New Lisbon Site Plan Regulations, I will be required to pay any and all cost incurred by the Planning Board and Town Board for consultant fees, or other extraordinary expenses in connection with the review of my proposed site plan.

	<u>4/20/26</u>
Signature of Applicant	Date
	<u>4-20-26</u>
Signature of Owner (if different than applicant) (or 2 nd applicant)	Date

DISCLOSURE STATEMENT

Pursuant to the requirements of General Municipal Law Article 18, Section 809, an applicant seeking local approval for a planning action is obligated to disclose the name, residence and the nature and extent of the interest that any officer or employee of the municipality may have with the applicant.

An officer or employee of the municipality is deemed to have an interest in the applicant, when he/she, his/her spouse, their brothers, sisters, parents, children, grandchildren or the spouse of any of them

- A. Is the applicant, or
- B. Is an officer, director, partner or employee of the applicant, or
- C. Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership applicant or association applicant, or
- D. Is a party to an agreement with such an applicant, express or implied, whereby he/she may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon favorable approval of such application, petition or request.

Jennifer Smith & Donald Smith, the applicant for local approval of a planning action in the Town of New Lisbon, hereby disclose one of the following:

No officer or employee of the local agency from which approval is sought has any interest in the applicant.

There exists an interest in the applicant by at least one officer or employee of the local agency from which approval is sought. Their interest(s) follows:

Name	Residence	Nature/Interest
<u>Donald B. Smith</u>	<u>206 CO HWY 16, Mt Vision, NY 13810</u>	<u>Applicant spouse/Applicant</u>


Applicant Signature

4/20/26

Date

TOWN OF NEW LISBON BUILDING PERMIT CHECKLIST

(NOTE: APPLICANT MUST ALSO APPLY FOR OTSEGO COUNTY
BUILDING PERMIT FOR THEIR PROJECT)

ROAD/STREET LOCATION: 340 Cty Hwy 16 / 114 North Welcome
TAX MAP # 174.00-1-8.00 / 174.00-1-6.00 PROJECT vacation rental cabins
OWNER'S NAME: Donald + Jennifer Smith
MAILING ADDRESS: 206 Co Hwy 16, Mt Vision, NY 13810
HOME PHONE: _____ CELL PHONE: 607-437-8414

1. **SETBACK**.....75 FEET FROM CENTER OF ROAD AND 25 FEET FROM PROPERTY LINE BOUNDARIES FOR ALL STRUCTURES/BUILDINGS.
Applicant advised and agrees they can meet 75 ft./25 ft. setback
Applicant has applied for a setback waiver from the New Lisbon Town Board. (copy of approved waiver attached) _____

2. **DRIVEWAY ACCESS**.....FOR ALL PROJECTS, DRIVEWAY PLACEMENT MUST BE APPROVED BY THE NEW LISBON HIGHWAY SUPERINTENDENT IF ON A TOWN ROAD (EVEN IF THERE IS AN EXISTING ACCESS POINT), BY THE OTSEGO COUNTY HIGHWAY DEPT. IF ON A COUNTY ROAD AND BY THE NEW YORK STATE DEPT. OF TRANSPORTATION IF ON A STATE ROAD.
Applicant will provide Town Clerk with copy of driveway permit.

3. **MINIMUM MAINTENANCE ROADS**.....IN ACCORDANCE WITH TOWN OF NEW LISBON LOCAL LAWS #2 AND #4 OF 2022, TOWN ROADS THAT HAVE BEEN DESIGNATED MINIMUM MAINTENANCE ROADS ARE MAINTAINED IN A MANNER DETERMINED BY THE TOWN HIGHWAY SUPERINTENDENT TO BE CONSISTENT WITH THE VOLUME AND TYPE OF TRAFFIC ON SUCH ROAD.

Applicant understands and agrees to this. _____
This property is not on a minimum maintenance road.

Applicant's Signature J. Smith Date: 4/20/20

The applicant has met or agreed to meet all Town of New Lisbon land use regulations that are pertinent at the time of this application and understands they must apply for a building permit with the Otsego County Code Enforcement Office.

Melaina J Woodbeck 4/21/20
Charlene R. Wells, New Lisbon Town Clerk Date:
Melaina J Woodbeck

Town of New Lisbon Site Plan Review

New land use activity for 174.00-1-6.00 / 174.00-1-8.00

We are establishing a short-term rental business and seeking approval to change the current land use (residential vacant/rural vacant) for a ~4.5 acre parcel along N WELCOME RD (a boundary line adjustment is underway) to Vacation Rental Cabins, per the standards outlined in Town of New Lisbon Site Plan Review Law, §100-4 and §100-5.6.

See attached drawings and maps.

Additional notes:

- All buildings are anticipated to be wood construction.
- Any lighting will be downlit.
- Trees will be planted at 45' from the center line of COUNTY HIGHWAY 16 and N WELCOME RD
- All non-driving areas will be grass
- Residential buildings will have 2 bedrooms and 1 bathroom

Property Web Map



4/19/2026, 8:21:57 PM

- NY Federal Wetlands
- County Tax Parcels

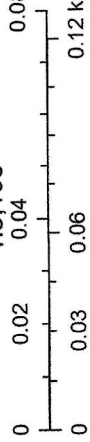
World Imagery

- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery

- Citations
- 60cm Resolution Metadata



1:3,199



Sources: Esri, TomTom, Garmin, FAC, NOAA, USGS, (c) Open contributors, and the GIS User Community, New York State, Microsoft

