



**Town of Islip  
Department of Planning and Development**

*Office Use Only*

Map No. 20 \_\_\_\_\_ - \_\_\_\_\_

Receipt No. \_\_\_\_\_

Associated with a FOIL Application  Y  N

# Map Request Form

## 1. Applicant Information

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

## 2. Subject Area Information

Address: \_\_\_\_\_

Tax Map Number(s): \_\_\_\_\_

Description of Subject Area: \_\_\_\_\_

## 3. Map Request/Pricing (allow a minimum of one week for processing)

### Printed in Black & White (price per page)

Map Size	F.O.I.L. Rate	Custom Map	No. of Copies	Landscape	Portrait
8.5" x 11"	\$0.25	\$50.00			
8.5" x 14"	\$0.25	\$50.00			
11" x 17"	\$2.50	\$50.00			
18" x 24"	\$5.00	\$75.00			
24" x 36"	\$10.00	\$75.00			
36" x 48"	\$25.00	\$75.00			

### Printed in Color (price per page)

Map Size	F.O.I.L. Rate	Custom Map	No. of Copies	Landscape	Portrait
8.5" x 11"	N/A	\$75.00			
8.5" x 14"	N/A	\$75.00			
11" x 17"	\$5.00	\$75.00			
18" x 24"	\$10.00	\$100.00			
24" x 36"	\$20.00	\$100.00			
36" x 48"	\$40.00	\$100.00			

### Data to be Included (check all relevant data—no more than one aerial per map):

- |  |   |
|--|---|
| <input type="checkbox"/> Hamlets   | <input type="checkbox"/> Parcel Lines   |
| <input type="checkbox"/> Legislative Districts   | <input type="checkbox"/> Zoning Data  |
| <input type="checkbox"/> Flood Zones ( <input type="checkbox"/> 1998 <input type="checkbox"/> 2009)  | <input type="checkbox"/> Street Labels  |
| <input type="checkbox"/> School Districts  | <input type="checkbox"/> Wetlands ( <input type="checkbox"/> Freshwater <input type="checkbox"/> Tidal) |
| <input type="checkbox"/> Radius ( <input type="checkbox"/> 200' <input type="checkbox"/> 500' <input type="checkbox"/> Other: _____ )  | <input type="checkbox"/> Other: _____   |
| <input type="checkbox"/> Aerial Imagery (circle desired year): 1938; 1947; 1961; 1969; 1972; 1976; 1980; 1984; 1999; 2001; 2004; 2007; 2009; 2010; 2011; 2012 (coastline only); 2013; 2016 |   |

**Features to be Labeled:** \_\_\_\_\_

**Title of Map:** \_\_\_\_\_

**Other Instructions:** \_\_\_\_\_

1. The following must be requested via FOIL Request Form (along with this map request form) through the Town Clerk's Office:
  - a. Photocopies of a paper original map
  - b. Maps located within a file on the Town Network
  - c. Maps that can be reproduced using the Town's GIS Viewers (ArcIMS/ Geocortex viewers)
  - d. Zoning Map Section Posters (must be accompanied by a Zoning Map Request Form, not this Map Request Form)
2. Custom Map requests by students with a valid student ID are eligible for maps at the FOIL prices, and do not need to go through the Town Clerk.
3. Requests not covered under 1 or 2 above will be charged the Custom Map rate.
4. Radius maps are only available as a custom map
5. Street Maps (36"x 48") are \$40.00 per page.
6. Additional copies of a Custom Map will be charged the FOIL rate.
7. Payment for custom maps is due at the time of application and is payable by cash or check made payable to Town of Islip. A \$35.00 fee will be charged for any returned checks.
8. Refunds for custom maps will only be issued if requested within 2 business days after the application is submitted, as long as the request hasn't been processed.
9. Revisions of custom maps are subject to a fee of 25% of the original price; Custom maps (11" x 17" and under) include one revision at no cost.
10. Effective March 29, 2017, color copies on 8.5" x 11" and 8.5" x 14" are no longer available through F.O.I.L.

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Map Rate: \_\_\_\_\_ Rate for Additional Copies: \_\_\_\_\_

Total Cost: \_\_\_\_\_

Method of Payment:

Cash     Check (Check No. \_\_\_\_\_ )

**I have reviewed the information contained in this application and agree to abide by its stipulations**

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*