

SITE PLAN REVIEW APPLICATION

Application No. SP-

Address(es) _____ SBL# _____

Applicant Name _____ Phone#: _____

Applicant Address _____

Owner Name _____

Zoning for Subject Premises: AG, AG-R, NC, R2, R3, HC, LC, LL, CR

Owner Address _____

Environmental Assessment Form (SEQR) Required? Submitted Date: _____

Action subject to General Municipal Law §809 disclosure?

Action subject to General Municipal Law §239.m review?

.....
The undersigned (representing) (being) the (lessee) (agent) (owner) and/or contract purchaser of No. _____
_____, New York _____, hereby
makes application for **SITE PLAN** Approval for _____

The undersigned solemnly swears that all statements made herein are true and that all drawings and documentation submitted herewith represent a true and accurate analysis of the proposal outlined to the best of the applicant's knowledge.

Sworn to before me this _____ day of _____ 20__

Applicant _____ (Signature)

Applicant _____ (Print)

Address _____

Notary Public

-
- Initial Application Received by Building Dept....** (by) _____ (date) _____
- Application Complete** (by) _____ (date) _____
- APPROVED** (by) _____ (date) _____
- APPROVED WITH MODIFICATION**..... (by) _____ (date) _____
- DISAPPROVED**.....(by) _____ (date) _____

The plan shall be prepared by a licensed engineer, architect, landscape architect or surveyor as appropriate. The plan shall include all listed below as appropriate:

- 1) **TWELVE (12) COPIES** of the **PLAN & APPLICATION FORM** (completed, signed and notarized)
- 2) **LEGAL INFORMATION** including: name & address of record owner; name & address of drawings and plan preparer; date; north arrow; scale of plan; boundary information; adjacent street names, widths, and curbing; location & owner information for all properties within two hundred fifty (250) feet of the site; any easements, setbacks, reservations, and areas dedicated to public use (parks, walks, access, open space); deed restrictions; existing zoning classification; location map
- 3) **THE RECENT PROPERTY/BOUNDARY SURVEY AND LEGAL DESCRIPTION**
- 4) **NATURAL FEATURES** including: contours @ 2' intervals; flood areas; watercourses; wetlands, wooded areas; rock outcrops; trees over 6" dia.: grading plan
- 5) **EXISTING STRUCTURES** including: size & location of uses & outlines of all structures; paved areas, sidewalks, & vehicular access; traffic flow including entrances & exits; loading & unloading areas; curb cuts; location, dimension, grades, & flow directions of existing sewers, ditches, culverts, water lines, communication lines, & under or above-ground utilities; fences, retaining walls, or similar structures; historical or archeological resources on or adjacent to the site
- 6) **PROPOSED DEVELOPMENT** including: location, size, type of construction, and exterior dimensions of proposed building or structural improvements; location & design of all non-structural uses including parking, loading, & waste storage areas; outdoor lighting; outdoor signage; ingress & egress including sidewalks, driveways, fire lanes, or other emergency zones or paved areas (cross section & materials); water lines, valves, & hydrants; sewer lines; landscaping; easements or deed restrictions; public improvements; new grades; drainage plan & calculations; outdoor storage & screening; site improvements including drains, culverts, retaining walls, fences, energy generation & distribution facilities; setbacks & dimensional information; Methods of Barrier Free Access.
- 7) **ADDITIONAL INFORMATION REQUIREMENTS**
 - A. Applicable pollution control.
 - B. Size and location of hazardous storage areas.
 - C. Location of bus stops and shelters.
 - D. Proposed easements, restrictions, covenants and provisions for homeowners' associations and common ownership.
 - E. Estimated construction schedule and phasing plan for buildings, earth work and landscaping.
 - F. Tentative budgeting and financing sources.



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G. Existing and proposed streets, sidewalks and pedestrian paths immediately adjoining and within the proposed site and the names of all proposed streets.

H. Colors, materials, dimensions, access and rooftop plans of all structures.

8) **ADDITIONAL INFORMATION REQUIREMENTS; PAYMENT OF COSTS**

In addition to the required site plan and supporting data indicated in “Site Plan Review”, the Planning Board may request of a property owner or their agent additional supporting data or plans deemed necessary and relevant to carry out its responsibility for site plan review provided in the chapter. The Planning Board may request review and report from its consulting engineer or other professional or expert as it may deem necessary to complete the review of the proposed site plan and the cost incurred by the Planning Board shall be charged to the applicant who shall be liable for all costs. The Planning Board may require the applicant to pay the Town in advance the estimated cost for such professional or expert review of the site plan.

9) **ADDITIONAL DRAWINGS** or other information as requested by the Zoning Enforcement Officer.

10) **\$ 250.00 NON-REFUNDABLE APPLICATION FEE**



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