

FOR OFFICE USE ONLY

TAX MAP No _____
DATE RECEIVED BY ZEO _____
FEE RECEIVED (DATE & CK #) _____
DATE REFERRED TO CO. PLANNING BOARD _____

Zoning District _____ School District _____
DATE OF ACTION _____
DATE OF HEARING _____
COUNTY BOARD ACTION _____

TOWN OF JEWETT PLANNING BOARD
APPLICATION FOR SITE PLAN APPROVAL

TO THE PLANNING BOARD OF THE TOWN OF JEWETT, NEW YORK:

A. STATEMENT OF OWNERSHIP AND INTEREST

The applicant(s) _____
is/are the owner(s) of property located at _____
The applicant(s) mailing address is _____
Phone: Day (____) _____ - _____, Evening (____) _____ - _____, Cell (____) _____ - _____
Tax Map No _____ Zoning District _____ School District _____ Lot Size _____

- B. **REQUEST** Attach sketch plan or site plan and topographical map [See checklist on page 2]
The applicant requests a Site Plan Review for the above described property for the following purpose(s) _____

C. LOCATION AND DESCRIPTION OF SITE

Location _____
Total Site Area [square feet or acreage] _____
Anticipated construction time _____; will development be staged? Yes [____] No [____]
Current land use of site [agriculture, commercial, residential, undeveloped, etc.] _____
Current condition of site [building, brush, trees, etc.] _____
Character of surrounding lands [suburban, agriculture, wetlands, residential, etc.] _____
Estimated cost of proposed improvement \$ _____
Anticipated increase in number of Residents _____, Employees _____, Shoppers _____, Other _____;
Explain increase: _____

D. PROPOSED USE DESCRIPTION Include Primary and Secondary Use

Primary _____ Secondary _____ Ground Floor area _____, Height _____,

For RESIDENTIAL buildings include

[1] Number of dwelling units by size [efficiency, one-bedroom, two-bedroom, three or more bedrooms] _____

[2] Number of parking spaces _____

For NON-RESIDENTIAL buildings include

[1] Total floor area _____ [2] Total sales area _____

[3] Number of automobile parking spaces: automobile _____; truck _____

Other proposed structures [describe] _____

- E. **SITE VISIT:** During review of application, members may need to visit the site. If you object check here: _____

- F. **SEOR** – State Environmental Quality Review. Attach appropriate form.

Other State and Federal permits [if needed] list type and appropriate department _____

- G. **DECLARATION** I/We declare that the statements contained herein are true and that I/We have not knowingly or willfully given a false statement or false information, or omitted information in connection with this application.

SIGNATURE OF OWNER(S)

DATE

Note: Current Fees are posted at the Jewett Town House and on the Official Website

SITE PLAN REVIEW LAW APPLICATION CHECKLIST

Site Plan Review submit to Planning Board at least 10 days prior to meeting

1. Complete Site Plan Review Application
2. Submit Site Plan including:
 - a. Name of project
 - b. Name and address of applicant
 - c. Contact person
 - d. Person responsible for preparation of site plan
 - e. Evidence of approval of all applicable agencies- include state or county permits required
 - f. North arrow, scale and date
 - g. Boundaries of parcel to scale
 - h. Easements and deed restrictions
 - i. Names, locations and widths of adjacent street
 - j. Existing watercourses
 - k. Grading and drainage plan – existing and proposed
 - l. Proposed use and height of all buildings
 - m. Parking and truck loading areas, showing access and egress
 - n. Pedestrian access
 - o. Outdoor storage
 - p. All existing and proposed improvements, include drains, culverts, retaining walls and fences
 - q. Sewage disposal method
 - r. Securing public water
 - s. Fire and emergency zones, include fire hydrants
 - t. All energy distribution facilities
 - u. All signs
 - v. All buffer areas, including existing vegetation
 - w. Outdoor lighting facilities
 - x. Area for retail sales or commercial activity
 - y. Landscaping plans and planting schedules
3. Submit Topographic or contour map
4. Submit Area map
 - a. Show parcel on map
 - b. Show all adjacent properties, owner's names, adjacent subdivisions, streets & easements within 200 feet
5. Submit SEQR form
6. Submit written statement describing proposal
7. Submit fee [payable to Town of Jewett]
8. Attend Planning Board meeting
 - a. Review basic site design concept
 - b. Determine additional information required on site plan
9. Attend Public Hearing - as decided by Planning Board
 - a. Schedule Date
 - b. Public Notices - send notices to neighbors

SEE SITE PLAN REVIEW LAW FOR SPECIFIC REQUIREMENTS