

# SITE PLAN REVIEW BOARD

## DIRECTIONS FOR FILING APPLICATIONS FOR REVIEW

<b>NEW CONSTRUCTION and/or ALTERATION TO EXISTING BUILDINGS</b> (Residential and Commercial)	<b>CANOPIES &amp; AWNINGS</b>	<b>FENCES</b> (front yards only)																																				
<p style="text-align: center;"><b>Filing Requirements</b></p> <p><b>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR</b>                      1 original, 1 copy, &amp; same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> <li>- BLUE Application Form</li> <li>- Building Department Letter</li> <li>- SEQRA Negative Dec.</li> <li>- Environmental Assess. Form</li> </ul> <p>- Copy of ZBA decision</p> <p>- Color Rendering or Photo of proposed work                      All new construction &amp; all non-residential properties</p> <p>- Photos of four sides of subject parcel &amp; other parcels next to and in front of subject parcel.</p> <p>- Survey and/or Site Plan indicating the location of the proposed new construction, addition or alteration.</p> <p>- Elevation Drawings (four sides)  <i>(1 original signed &amp; sealed by a licensed architect &amp; 11 (11" x 17") legible copies</i> to include the exterior finish of proposed construction, including location of doors, windows, etc. as well as roof and siding color and materials to be used.</p> <p><b>New Construction ONLY:</b></p> <ul style="list-style-type: none"> <li>- Landscape Plan (residential)</li> <li>- Landscape Plan (non-residential) with Irrigation System signed &amp; sealed by a licensed landscape architect.</li> <li>- 500 ft. Radius Map (showing front yard setbacks)</li> <li>- Bulkhead Certification for all waterfront properties relative to the condition of the existing bulkhead. Contact Bldg. Dept. for inspection &amp; for certification</li> </ul> <p><b>Above documents to be assembled into 12 separate packets.</b>                      *****</p> <p><b>NOTE: PUBLIC HEARINGS</b>                      Required for new construction and for any construction (new, addition, alteration) for properties not located in Residence A and Residence AA Zone Districts.</p>	<p style="text-align: center;"><b>Filing Requirements</b></p> <p><b>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR</b>                      1 original, 1 copy, &amp; same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> <li>- BLUE Application Form</li> <li>- Building Department Letter</li> <li>- SEQRA Negative Dec.</li> <li>- Environmental Assess. Form</li> </ul> <p>- Copy of ZBA decision</p> <p>- Color Rendering or Photo of proposed work, to include color, size, and wording to be included on canopy/awning.</p> <p>- Photo of Property indicating the location of the proposed canopy/awning.</p> <p>- Survey of Property</p> <p>- Elevation Drawings  <i>(1 original signed &amp; sealed by a licensed architect &amp; 11 (11" x 17") legible copies</i> to include the exterior of the building with the proposed canopy or awning located thereon.</p> <p><b>Above documents to be assembled into 12 separate packets.</b>                      *****</p> <p><b>NOTE: PUBLIC HEARINGS</b>                      Required for all front yard fences (new or replacement) to be erected on properties not located in Residence A and Residence AA Zone Districts.</p> <p><b>NOTE: Zoning Board of Appeals</b>                      For any and all applications that require approval by the Zoning Board of Appeals, decision of the Zoning Board of Appeals is a prerequisite to any review of the application by the Site Plan Review Board.</p>	<p style="text-align: center;"><b>Filing Requirements</b></p> <p><b>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR</b>                      1 original, 1 copy, &amp; same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> <li>- BLUE Application Form</li> <li>- Building Department Letter</li> <li>- SEQRA Negative Dec.</li> <li>- Environmental Assess. Form</li> </ul> <p>- Copy of ZBA decision</p> <p>- Color Rendering, Catalog Cut, or Photo of proposed work</p> <p>- Photo of Property indicating the location of the proposed fence(s).</p> <p>- Survey of Property with the exact location and height of the proposed fence(s) indicated on the survey.</p> <p><b>Above documents to be assembled into 12 separate packets.</b>                      *****</p> <p style="text-align: center;"><b>FEE SCHEDULE</b></p> <p style="text-align: center;"><b>NON-REFUNDABLE</b></p> <p><b>RESIDENTIAL FEES:</b></p> <table style="width: 100%; border: none;"> <tr><td>New Construction:</td><td style="text-align: right;">\$325.00*</td></tr> <tr><td>Additions/Alterations:</td><td style="text-align: right;">\$225.00</td></tr> <tr><td>Fences:</td><td style="text-align: right;">\$175.00</td></tr> <tr><td>Swimming Pools:</td><td style="text-align: right;">\$175.00</td></tr> <tr><td>Preliminary Meeting:</td><td style="text-align: right;">\$125.00</td></tr> <tr><td>Adjournment Fee:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td></td><td style="text-align: right;">\$125.00</td></tr> <tr><td>Appl. to Reconsider Decision:</td><td style="text-align: right;">\$150.00</td></tr> <tr><td>Appl. to Re-Open Hearing:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td>Appl. for Re-Hearing:</td><td style="text-align: right;">\$175.00</td></tr> </table> <p><b>COMMERCIAL AND/OR NON-RESIDENTIAL FEES:</b></p> <table style="width: 100%; border: none;"> <tr><td>New Construction:</td><td style="text-align: right;">\$575.00*</td></tr> <tr><td>Additions/Alterations:</td><td style="text-align: right;">\$325.00*</td></tr> <tr><td>Fences:</td><td style="text-align: right;">\$225.00*</td></tr> <tr><td>Appeal of Sign Denial:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td>Preliminary Meeting:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td>Adjournment Fee:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td>Appl. to Re-Open Hearing:</td><td style="text-align: right;">\$175.00*</td></tr> <tr><td>Appl. for Re-Hearing:</td><td style="text-align: right;">\$175.00*</td></tr> </table> <p>(* public hearing)</p>	New Construction:	\$325.00*	Additions/Alterations:	\$225.00	Fences:	\$175.00	Swimming Pools:	\$175.00	Preliminary Meeting:	\$125.00	Adjournment Fee:	\$175.00*		\$125.00	Appl. to Reconsider Decision:	\$150.00	Appl. to Re-Open Hearing:	\$175.00*	Appl. for Re-Hearing:	\$175.00	New Construction:	\$575.00*	Additions/Alterations:	\$325.00*	Fences:	\$225.00*	Appeal of Sign Denial:	\$175.00*	Preliminary Meeting:	\$175.00*	Adjournment Fee:	\$175.00*	Appl. to Re-Open Hearing:	\$175.00*	Appl. for Re-Hearing:	\$175.00*
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