

SITE PLAN REVIEW BOARD

DIRECTIONS FOR FILING APPLICATIONS FOR REVIEW

NEW CONSTRUCTION and/or ALTERATION TO EXISTING BUILDINGS (Residential and Commercial)	CANOPIES & AWNINGS	FENCES (front yards only)																																				
<p style="text-align: center;">Filing Requirements</p> <p>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR 1 original, 1 copy, & same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> - BLUE Application Form - Building Department Letter - SEQRA Negative Dec. - Environmental Assess. Form - Copy of ZBA decision - Color Rendering or Photo of proposed work All new construction & all non-residential properties - Photos of four sides of subject parcel & other parcels next to and in front of subject parcel. - Survey and/or Site Plan indicating the location of the proposed new construction, addition or alteration. - Elevation Drawings (four sides) <i>(1 original signed & sealed by a licensed architect & 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>New Construction ONLY:</p> <ul style="list-style-type: none"> - Landscape Plan (residential) - Landscape Plan (non-residential) with Irrigation System signed & sealed by a licensed landscape architect. - 500 ft. Radius Map - Bulkhead Certification for all waterfront properties relative to the condition of the existing bulkhead. Contact Bldg. Dept. for inspection & for certification <p>Above documents to be assembled into 12 separate packets. *****</p> <p><u>NOTE: PUBLIC HEARINGS</u> 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;">Filing Requirements</p> <p>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR 1 original, 1 copy, & same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> - BLUE Application Form - Building Department Letter - SEQRA Negative Dec. - Environmental Assess. Form - Copy of ZBA decision - Color Rendering or Photo of proposed work, to include color, size, and wording to be included on canopy/awning. - Photo of Property indicating the location of the proposed canopy/awning. - Survey of Property - Elevation Drawings <i>(1 original signed & sealed by a licensed architect & 11 (11" x 17") legible copies</i> to include the exterior of the building with the proposed canopy or awning located thereon. <p>Above documents to be assembled into 12 separate packets. *****</p> <p><u>NOTE: PUBLIC HEARINGS</u> 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><u>NOTE: Zoning Board of Appeals</u> 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;">Filing Requirements</p> <p>SUBMIT ORIGINAL AND 11 COPIES OF EACH OF THE FOLLOWING: OR 1 original, 1 copy, & same on 10 flashdrives in pdf format</p> <ul style="list-style-type: none"> - BLUE Application Form - Building Department Letter - SEQRA Negative Dec. - Environmental Assess. Form - Copy of ZBA decision - Color Rendering, Catalog Cut, or Photo of proposed work - Photo of Property indicating the location of the proposed fence(s). - Survey of Property with the exact location and height of the proposed fence(s) indicated on the survey. <p>Above documents to be assembled into 12 separate packets. *****</p> <h2 style="text-align: center;">FEE SCHEDULE</h2> <p style="text-align: center;">NON-REFUNDABLE</p> <p><u>RESIDENTIAL FEES:</u></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><u>COMMERCIAL AND/OR NON-RESIDENTIAL FEES:</u></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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