

Town of Greene Planning Board

Site Plan Procedure

To the applicant:

This procedure and attached forms will help your project through the Town of Greene site plan review process. Please contact the Town Enforcement Officer with any questions.

To be considered your application and supporting documentation must be complete.

Step 1. Complete the application for Site plan Review Complete Pages 1 and 2. Be sure to include the Tax Map number and a copy of the tax map. (See the Town of Greene Assessor for the for the tax map number and a copy of the tax map)

Step 2. Using the tax map or plain paper, prepare a sketch of your project. Include dimensions of the project and the distance from all adjacent properties.

Step 3. Complete the Short Environmental Assessment Form SEQR (complete Part I only). The Planning Board will complete Part II).

Step 4. Include as much data as you can. i.e.: Size of the sign, lights if any, to be used and hours of operation, grading plan, drainage plan, etc.

Step 5. Meet with the Code Enforcement Officer to review your project. Be sure to bring the completed documentation with you.

Step 6. Submit the completed application , application fee, and all required documentation to the Town Clerk.

Step 7. Set up a meeting with the Planning Board . Seven (7) copies of your documentation will be required when you meet with the Planning Board.

Attachments:

- Application For Site Plan Review
- EAS Short form(SEQR)

Revised Dec. 2003

APPLICATION FOR SITE PLAN REVIEW
TOWN OF GREENE

MOBILE HOME PARK _____
LAND USE CHANGE _____

SUBDIVISION _____
OTHER _____

PRELIMINARY [] FINAL [] check one

Name of Proposed Development _____

Applicant

Name _____

Plans Prepared By _____

Address _____

Address _____

Phone () _____ - _____

Phone () _____ - _____

Owner (if different from applicant) If more than one, provide information for each.

Name _____

Plans Prepared By _____

Address _____

Address _____

Phone () _____ - _____

Phone () _____ - _____

Ownership Intentions (i.e., purchase options) _____

Location of Site _____

Tax Map Description Section _____ Block _____ Lot _____

Current Zoning Classification _____

State and Federal permits needed (List types and appropriate department)

Proposed Use or Uses of Site

Total Site Area (Sq ft or acres) _____ Anticipated Construction Time _____

Will Development be in stages? _____

Property owner signature must appear below authorizing review by any person other than the property owner.

I, _____ authorize _____ to apply to the
(owner) (applicant)

Town of Greene Planning Board for review of the project described above involving property owned by me.

APPLICATION FOR SITE PLAN REVIEW
TOWN OF GREENE

Current land use of site (agriculture, commercial, undeveloped, etc.)

Current condition of site (buildings, brush, etc.)

Character of surrounding lands (suburban, agricultural, wetlands, etc.)

Anticipated cost of the proposed improvement \$

Anticipated increase of residents, shoppers, employees, etc (as applicable)

Describe the proposed use, including principal and accessory uses; ground floor area, height and the number of stories for each building:

- for each residential building including number of dwelling units by size (efficiency, one, two, three or more bedrooms) and number of parking spaces to be provided.
- For nonresidential buildings, including total floor area, total sales area and number of automobile / truck parking spaces.
- Other proposed structures

Use separate sheets if necessary

Signature of Owner / Developer

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency?		NO	YES
If Yes, list agency(s) name and permit or approval:		<input type="checkbox"/>	<input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? _____ acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

	NO	YES	N/A
5. Is the proposed action, a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are public transportation service(s) available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is the proposed action located in an archeological sensitive area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100 year flood plain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<p>18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____</p>	<p>NO</p> <p><input type="checkbox"/></p>	<p>YES</p> <p><input type="checkbox"/></p>
<p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor name: _____ Date: _____</p> <p>Signature: _____</p>		