



TOWN OF DURHAM

7309 Route 81, East Durham, NY 12423

Building and Code Department

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SITE PLAN REVIEW APPLICATION

Fee Paid **\$50.00** Ck. # _____ Date ____/____/____ Initials _____

1. APPLICANT

Application # _____

Name: _____

Home Phone (____)____-____

Mailing Address: _____

Bus Phone (____)____-____

2. PROPERTY OWNER IF DIFFERENT FROM APPLICANT

Name: _____

Home Phone (____)____-____

Mailing Address: _____

Bus Phone (____)____-____

3. PROJECT LOCATION

House No.(911) _____ Street _____

Post Office _____ City _____ NY, ZIP _____

Parcel Identification No. (Tax Map Number) _____-_____-_____

Owner\Authorized Agent _____ Date _____

THIS APPLICATION MUST BE ACCOMPANED BY A SKETCH PLAN SHOWING THE PARCEL UNDER CONSIDERATION FOR SITE PLAN REVIEW, AND ALL PROPERTIES (INCLUDING OWNER'S NAMES), SUBDIVISIONS, STREETS AND EASEMENTS WITHIN TWO HUNDRED FEET OF THE BOUNDARIES THERE OF AND A TOPOGRAPHIC OR CONTOUR MAP OF ADEQUATE SCALE AND DETAIL TO SHOW SITE TOPOGRAPHY.

See Application Check List on reverse side

SITE PLAN CHECKLIST – Please attach a narrative and map and be sure to include these items

Evidence of approval from all applicable agencies (ex. Health Department, Department of Environmental Conservation, etc.). (ie. Letters or approval, certificates etc.)

North arrow, scale, and date. (map)

Boundaries of the property plotted to scale. (map)

Existing watercourses. (map)

Grading and drainage plan, showing existing and proposed contours. (map & explain)

Location, proposed use, and height of all buildings. (explain)

Location, design, and construction materials of all parking and truck loading areas, showing access and egress. (map & explain)

Provision of pedestrian access. (map & explain)

Location of outdoor storage, if any. (map & explain)

Location, design, and construction materials of all existing or proposed improvements, including drains, culverts, retaining walls and fences. (map & narrative)

Description of the method of sewage disposal and location, design, and construction materials of such facilities. (map & narrative)

Description of the method of securing public water and location, design, and construction materials of such facilities. (map & narrative)

Location of fire and other emergency zones, including the location of fire hydrants. (map & narrative)

Location, design, and construction materials of all energy distribution facilities including electrical, gas, and solar energy. (map & narrative)

Location, size, design, and construction materials of all proposed signs. (map & narrative)

Location and proposed development of all buffer areas, including existing vegetative cover. (map & narrative)

Location and proposed design of outdoor lighting facilities. (map & narrative)

Designation of the amount of building area proposed for retail sales or similar commercial activity. (map & narrative)

General landscaping plan and planting schedule. (map & narrative)

Other elements integral to the proposed development as considered necessary by the Town Board, including identification of any state or county permits required for the project's execution. (map & narrative)

A completed Environmental Assessment Form or Draft Environmental Impact Statement, as required by the Town Board under the NYS Environmental Quality Review Act (SEQR).